



Communications Allowance
Direct payment of suppliers

14 MAY 2007

Comms
page 1 of 2

When to use this form

Use this form to ask us to pay your suppliers for goods and services incurred on your Parliamentary duties.

About filling in this form

For details of costs you can claim for please refer to booklet on Communications Allowance.

If you have any doubt about whether you can claim for a cost, please call 020 7219 1340.

Your details

Name
in CAPITAL LETTERS

LADY HERMON MP

Constituency

NORTH DOWN

Office use only

Costs



Claim details

You can only request

payment to suppliers for goods and services directly relating to Communications Allowance.

Please ensure

you attach all supplier invoices.

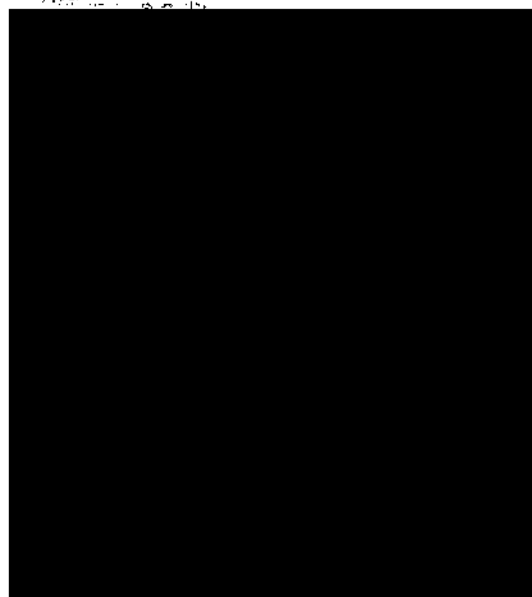
Period of claim

from ___ / ___ / ___ to ___ / ___ / ___

Allowance year

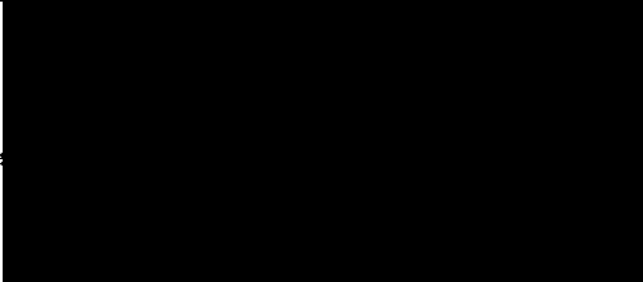
07, 08

Suppliers	Amount
PARLIAMENTARY	£ 17 : 63 p
RECORDING UNIT	£ : p
	£ : p
	£ : p
	£ : p
	£ : p
	£ : p
	£ : p



Authorisation and declaration

Signature



of costs incurred wholly,
Parliamentary duties.

MP

Date

09.05.07



Data protection

The House of Commons Administration will process the information you provide on this form for the purpose of administering and accounting for the Members' Estimate, making payments and keeping records in accordance with the rules agreed by the House of Commons and the HM Revenue & Customs. The information will also be disclosed to the National Audit Office for audit purposes. The information may also be used within the House of Commons Administration or by its agents for the purpose of business analysis or research.

For the purposes of the Freedom of Information Act 2000 the House of Commons Administration is a Public Authority and therefore the information it holds will fall within the scope of that Act.

Under the Data Protection Act 1998, you have the right to see and receive a copy of any personal data that the House of Commons Administration holds about you. If you have questions about the contents of this notice or how your information is handled or about your rights under the Data Protection Act 1998, please call our Data Protection Officer on 020 7219 2032, who acts on behalf of the Data Controller (the Clerk of the House).

Send your completed form to Validation Team, Operations Directorate,
Department of Finance & Administration, House of Commons, London SW1AA

Office use only

Initials / Date

Validation completed

Comments

INVOICE



Lady Sylvia Hermon MP



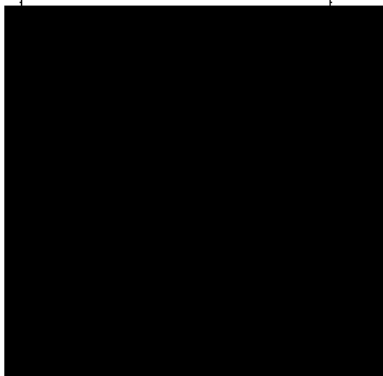
Invoice No	
Account No	
Date	08/05/2007
VAT Reg No	

Customer Ref
Order Number



Invoice issued by: Parliamentary Recording Unit

Description	Qty	Unit Duration	Amount
PRU Members/ Peers E Print Images from Parliamentary proceedings Northern Ireland Affairs Select Committee 18th April 2007 Northern Ireland Questions 7th February 2007 cc: 828 House of Commons 13th December 2006 5.26 - 606pm	3	Each	15.00



Total excl. VAT 15.00
Total VAT 2.63

Total Amount in GBP 17.63

