



Communications Allowance

Comms1

page 1 of 2

Member's reimbursement form

- 4 MAR 2008

When to use this form

Use this form to ask us to reimburse you for costs you have 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

GISELA SMART

Constituency

DIRHAMAHAN EDWARDS

Office use only

Costs

Supp/Res ID

Claim details

You can only claim for

costs you have actually paid.

Please ensure

you attach all receipts or invoices for items of £250 and above

Period of claim

from 01/02/08 to 29/02/08

Allowance year

08/08

Description of service or goods

Amount

Shops

£ 168 : 02 p

£ : p

£ : p

£ : p

£ : p

£ : p

£ : p

Total

£ 168 : 02 p

Office use only

Allow. / Exp. Type (cat5)

Authorisation and declaration

I claim reimbursement of these costs which I incurred wholly, exclusively and necessarily in the performance of my Parliamentary duties.

Signature

MP

Date

29/2/08



**Communications Allowance**  
**Member's reimbursement form**

05 FEB 2008

**Comms1**

page 1 of 2

**When to use this form** ■ Use this form to ask us to reimburse you for costs you have 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

GISEL STUART GISEL STUART

Constituency

BIRMINGHAM EDGEMASTON

**Office use only**

Costc

Supp/Res ID

**Claim details**

*You can only claim for* ■ costs you have actually paid.

*Please ensure* ■ you attach all receipts or invoices for items of £250 and above.

Period of claim from 01/01/08 to 31/01/08 Allowance year 07/08

Description of service or goods

Amount

Stamps

£ 192.00 p

£ : p

£ : p

£ : p

£ : p

£ : p

£ : p

Total

£ 192.00 p

**Office use only**

Allow. / Exp. Type (cat5)

**Authorisation and declaration**

■ I claim reimbursement of these costs which I incurred wholly, exclusively and necessarily in the performance of my Parliamentary duties.

Signature

MP

Date

21/2/08



**Communications Allowance**  
**Member's reimbursement form**

**Comms1**  
page 1 of 2

**VALIDATION**  
08 JAN 2008  
**RECEIVED**

**When to use this form**

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**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 GIBBA STUART

Constituency BIRMINGHAM EDGEMONT

**Office use only**

Costc

Supp/Res ID

**Claim details**

You can only claim for

- costs you have actually paid.

Please ensure

- you attach all receipts or invoices for items of £250 and above.

Period of claim

from 1 / 12 / 07 to 31 / 12 / 07

Allowance year

07 / 07

Description of service or goods

Amount

|                                 |                     |
|---------------------------------|---------------------|
| <u>Shayal Potry</u>             | £ <u>216 : 00</u> p |
| <u>Public Transport - sayal</u> | £ <u>433 : 79</u> p |
|                                 | £ : p               |
|                                 | £ : p               |
|                                 | £ : p               |
|                                 | £ : p               |
|                                 | £ : p               |

**Office use only**

Allow. / Exp. Type (cat5)

Total

£ 649 : 79

649.79

**Authorisation and declaration**

- I claim reimbursement of these costs which I incurred wholly, exclusively and necessarily in the performance of my Parliamentary duties.

Signature

MP

Date

31/01/08

**Invoice**

Page. 1

Gisela Stuart MP

**Invoice No.**

**Invoice/Tax Date**

14/11/2007

**Cust. Order No.**

**Account Ref.**

**Quantity Details**

|   | <b>Disc%</b> | <b>Disc Amount</b> | <b>Net</b> | <b>VAT Rate</b> | <b>VAT</b> |
|---|--------------|--------------------|------------|-----------------|------------|
| 1.00 Leaflets - 2008 Surgery Details 2pp DL Colour 5K | 0.00         | 0.00               | 405.00     | 0.00            | 0.00       |
| 1.00 Delivery Scale A                                 | 0.00         | 0.00               | 24.50      | 17.50           | 4.29       |

**Total Net Amount**

429.50

**Total VAT Amount**

4.29

**Invoice Total**

433.79



Communications Allowance
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Your details

Name in CAPITAL LETTERS

GLEN STUART ✓

Constituency

Donnyham Fargate

Office use or

Costs

Claim details

You can only claim for costs you have actually paid.

Please ensure you attach all receipts or invoices for items of £250 and above.

Period of claim from 01/11/07 to 30/11/07 Allowance year

Description of service or goods

Amount

Table with 2 columns: Description of service or goods, Amount. Rows include 'Print car hire' (£ 76:38 p) and 'Print tickets' (£ 76:38 p).

Office use only

Allow. / Exp. Type (cat5)

Authorisation and declaration

I claim reimbursement of these costs which I incurred wholly, exclusively and necessarily in the performance of my Parliamentary duties.

Signature

MP

Date

01/12/07



Communications Allowance
Direct payment of suppliers

12 NOV 2007

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

Gisela Stuart

Constituency

Birmingham Edgbasta

Office use only

Cost

N

Claim details

You can only request
Please ensure

- payment to suppliers for goods and services directly relating to Communications Allowance.
you attach all supplier invoices.

Period of claim

from 07/10/07 to 31/10/07

to 31/10/07

Allowance year

07/08

Suppliers

Amount

1271.58

Max Duff & Co

£ 1089.00 p

£ : p

£ : p

£ : p

£ : p

£ : p

£ : p

£ : p

Office use only

Allow. / Supp ID / Exp.Type (Cat 5)

/ 87 / 514

/ 87 / 514

/ 87 / 514

/ 87 / 514

/ 87 / 514

/ 87 / 514

/ 87 / 514

Authorisation and declaration

- I confirm that the payments requested are in respect of costs incurred wholly, exclusively and necessarily in the performance of my Parliamentary duties.

Signature

[Redacted Signature]

MP

Date

21/11/07





Member's reimbursement form

When to use this form

Use this form to ask us to reimburse you for costs you have 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

Guscha Street

Constituency

Birmingham Edgbaston

Office use only

Costs

Supp/Res ID

Claim details

You can only claim for

costs you have actually paid.

Please ensure

you attach all receipts or invoices for items of £250 and above.

Period of claim

from 07/09/07 to 07/10/07

Allowance year

06/07

Description of service or goods

Amount

Almops

£ 1680:00 p

£ : p

£ : p

£ : p

£ : p

£ : p

£ : p

Total

£ 1680:00 p

Office use only

Authorisation and declaration

I claim reimbursement of these costs which I incurred wholly, exclusively and necessarily in the performance of my Parliamentary duties.

Signature

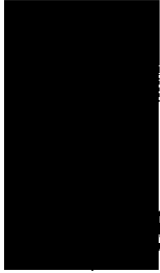
MP

Date

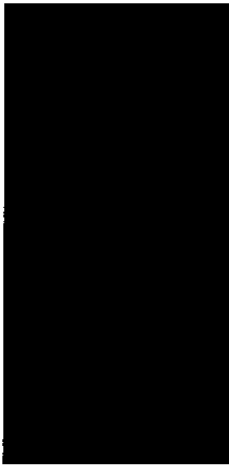


Royal Mail

Despatch Note



Despatch to



Invoice to



Customer Code  
Your Reference



Despatch Number



Despatch Date 1/10/07

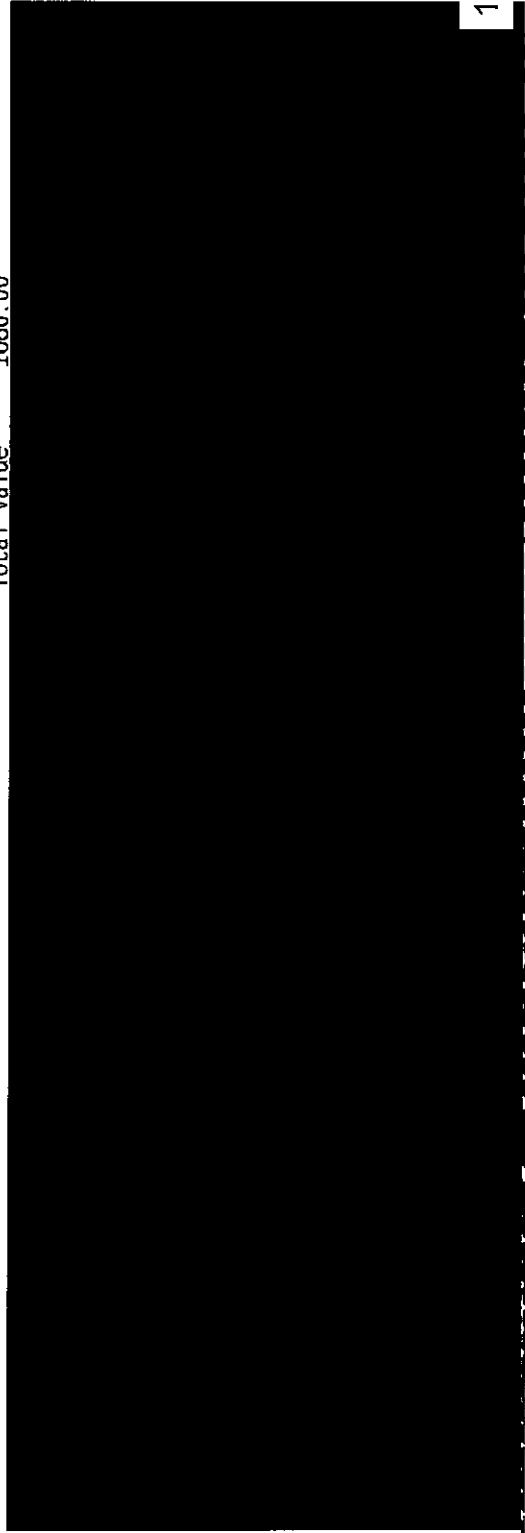
| Stock code | Description | Quantity | Bin |
|------------|-------------|----------|-----|
|------------|-------------|----------|-----|

SDN2

2C X 100 SELF ADHESIVE STAMPS

70

Total Value 1680.00





FINANCE & ADMINISTRATION  
HOUSE OF COMMONS

# Communications Allowance

**Comms1**

page 1 of 2

## Member's reimbursement form

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**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

Cusela Stuart

Constituency

Barnet & Chipping Barnet

**Office use only**

Costc M \_\_\_\_\_ Supp/Res ID 71 \_\_\_\_\_

### Claim details

*You can only claim for*

- costs you have actually paid.

*Please ensure*

- you attach all receipts or invoices for items of £250 and above.

Period of claim

from 01/09/07 to 30/09/07 Allowance year 07/08

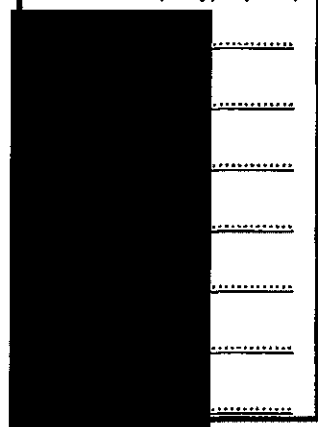
Description of service or goods

Amount

|               |                             |
|---------------|-----------------------------|
| <u>Stamps</u> | £ <u>1680</u> : <u>00</u> p |
| _____         | £ _____ : _____ p           |
| _____         | £ _____ : _____ p           |
| _____         | £ _____ : _____ p           |
| _____         | £ _____ : _____ p           |
| _____         | £ _____ : _____ p           |
| _____         | £ _____ : _____ p           |

**Office use only**

Allow. / Exp. Type (cat5)



Total

£ 1680 : 00 p

### Authorisation and declaration

- I claim reimbursement of these costs which I incurred wholly, exclusively and necessarily in the performance of my Parliamentary duties.

Signature



MP

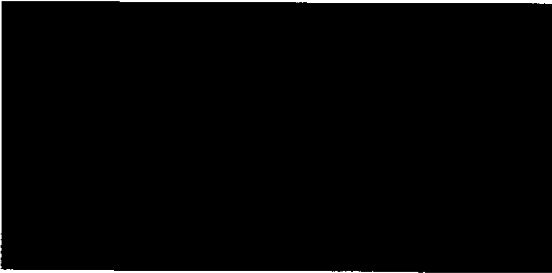
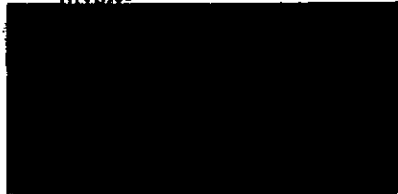
Date

4/10/07 ✓



**Despatch Note**

Invoice to

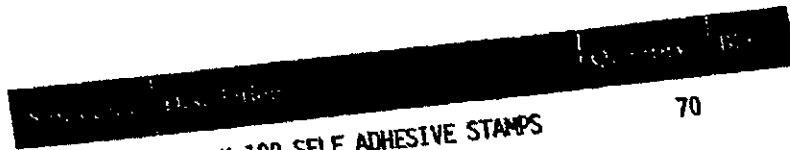


Despatch Date 1/10/07

Customer Code  
Your Reference



Despatch Number



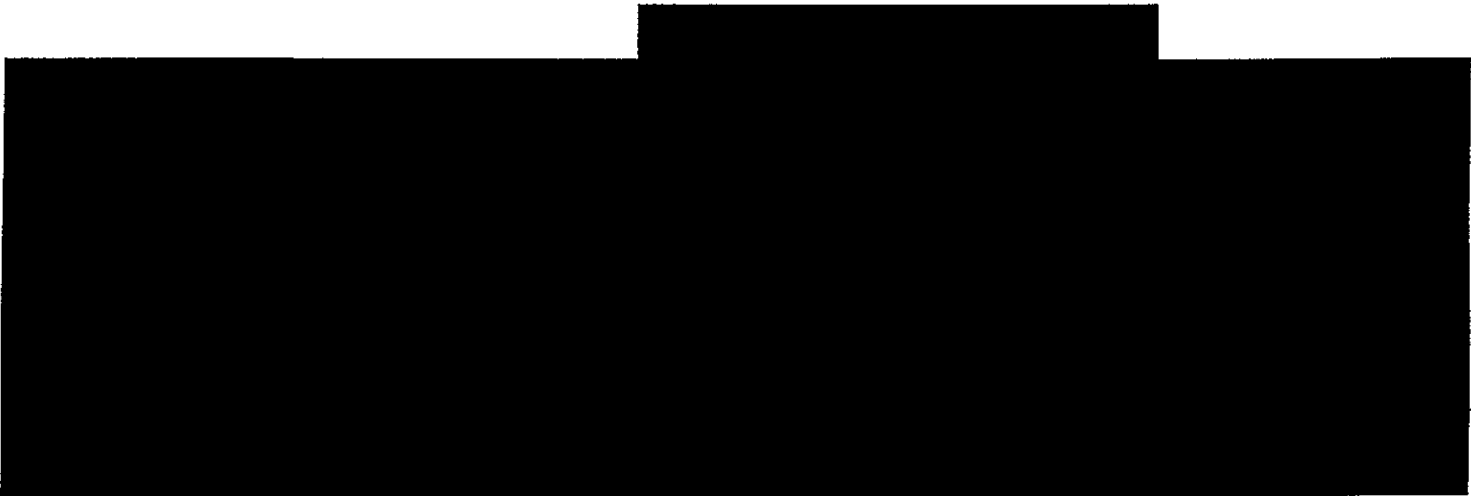
SDN2

2C X 100 SELF ADHESIVE STAMPS

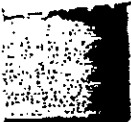
70

Total Value

1680.00



Royal Mail is a trading name of Royal Mail Group plc



6110157



Communications Allowance 11 SEP 2007

Comms2

page 1 of 2

Direct payment of suppliers

Comms1

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

GISELA STUART

Constituency

DEPUTY CHAIRMAN OF THE HOUSE OF COMMONS

Office use only

Costs

checkbox checked

Claim details

You can only request Please ensure

- payment to suppliers for goods and services directly relating to Communications Allowance
you attach all supplier invoices.

14 SEP 2007

14.9.07

Period of claim

from 01/09/07 to 30/09/07

Allowance year

07/08 ET

Suppliers

Amount

Table with 2 columns: Suppliers, Amount. Row 1: Shyde, £ 192.00 p

Office use only

Allow. / Supp ID / Exp.Type (Cat 5)

Table with 3 columns: Allow., Supp ID, Exp.Type. Contains a large blacked-out area.

Authorisation and declaration

- I confirm that the payments requested are in respect of costs incurred wholly, or partly, in respect of my Parliamentary duties.

Signature

[Redacted signature area]

MP

Date

10/9/07



FINANCE & ADMINISTRATION HOUSE OF COMMONS

# Communications Allowance Direct payment of suppliers

11 SEP 2007

Comms2

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

GIOELA STUART ✓

Constituency

BIRMINGHAM EDGEBASTON

Office use only

Costs

## Claim details

You can only request  
Please ensure

- payment to suppliers for goods and services directly relating to Communications Allowance.
- you attach all supplier invoices.

Period of claim

from 01/09/07 to 30/09/07

Allowance year

07/08

Suppliers

Amount

Bloomfield

£ 2975 : 00 p

£ : p

£ : p

£ : p

£ : p

£ : p

£ : p

£ : p

Office use only

Allow. / Supp ID / Exp.Type

/ 87 / 514

/ 87 / 514

/ 87 / 514

/ 87 / 514

/ 87 / 514

/ 87 / 514

## Authorisation and declaration

- I confirm that the payments requested are in respect of costs incurred wholly, the performance of my Parliamentary duties.

Signature

MP

Date

10/9/07



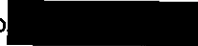
# Bloomfield Limited



Invoice

Page 1

VAT No



Gisela Stuart MP



INVOICE NO.



DATE/TAX POINT

31/08/2007



YOUR ORDER NO.



ACCOUNT NO.



## DETAILS

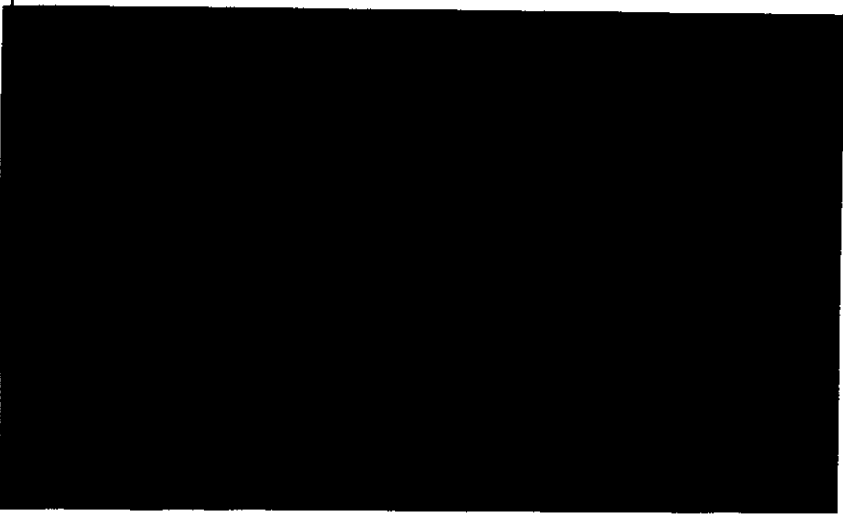
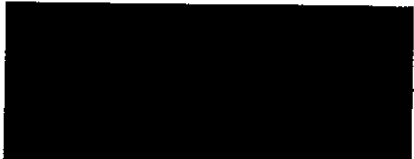
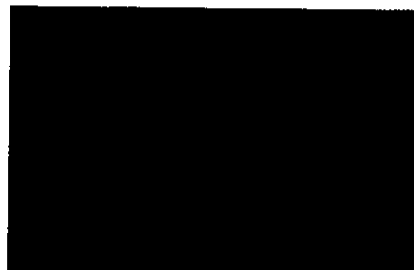
NETT PRICE

VAT

40,000 A4 8pp Parlimentary Reports Newsletters

2,975.00

0.00



Total Net Amount

2,975.00

Carriage Net

0.00

Total VAT Amount

0.00

Invoice Total

2,975.00





Communications Allowance  
Member's reimbursement form

VALIDATION  
07 AUG 2007  
RECEIVED

Comms1  
page 1 of 2

When to use this form

Use this form to ask us to reimburse you for costs you have 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.  
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Your details

Name in CAPITAL LETTERS

Gisela STUART

Constituency

BIRMINGHAM EDGEMONT

Office use only

Costs

Supp/Res ID

Claim details

You can only claim for

costs you have actually paid.

Please ensure

you attach all receipts or invoices for items of £250 and above.

13 AUG 2007

Period of claim

from 01/07/07 to 31/07/07

Allowance year

07/08

Description of service or goods

Amount

Stamp

£ 192 : 00 p

£ : p

£ : p

£ : p

£ : p

£ : p

£ : p

Total

£ 192 : 00 p

Office use only

Allow. / Exp. Type (cat5)

Authorisation and declaration

I claim reimbursement of these costs which I incurred wholly, exclusively and necessarily in the performance of my Parliamentary duties.

Signature

MP

Date

4/8/07



# Direct payment of suppliers

COMMS 2

1 JUL 2007

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, see *Green Book* section 5.13.1.
- If you have any doubt about whether you can claim for a cost, please call 020 7219 1340.

## Your details

Name in CAPITAL LETTERS

CUSSELL SMITH

Constituency

NEWCASTLE EDEN BARROW

### Office use only

Costs



Supp/Res ID

7 1

## Claim details

*Please ensure*

- your claim totals more than £100 – this will enable us to process your claim more promptly
- any claims for petty cash do not exceed £250 per month
- you attach all supplier invoices.

*You must specify*

- the Incidental Expenses Provision for costs that include office and surgery accommodation, equipment and supplies, communication and travel.

*You can specify*

- the Incidental Expenses Provision or the Staffing Allowance for costs that include work commissioned or bought in services.

Date of claim

10 / 07 / 07

Allowance year

07 / 08

## Incidental Expenses Provision claims

|        | Suppliers | Amount        |
|--------|-----------|---------------|
| Item 1 | Muse      | £ 1298 : 38 p |
| Item 2 | Muse      | £ 392 : 45 p  |
| Item 3 |           | £ : p         |
| Item 4 |           | £ : p         |
| Item 5 |           | £ : p         |

Total £ 1690 : 83 p

1690 83

### Office use only

Allow or Supplier Exp/

|  |  |  |
|--|--|--|
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

Claim details continued on page 2

**Claim details *continued***

**Staffing Allowance claims**

|              | Suppliers | Amount       |
|--------------|-----------|--------------|
| Item 6       | _____     | £ : p        |
| Item 7       | _____     | £ : p        |
| Item 8       | _____     | £ : p        |
| Item 9       | _____     | £ : p        |
| <b>Total</b> |           | <b>£ : p</b> |

| Office use only   |             |            |
|-------------------|-------------|------------|
| Allow or Alc code | Supplier ID | Exp/ Cat 5 |
|                   |             |            |
|                   |             |            |
|                   |             |            |
|                   |             |            |

**Authorisation and declaration**

I confirm that the payments requested are in respect of costs incurred wholly, or in part, in the performance of my Parliamentary duties.

Signature \_\_\_\_\_ MP

Date 10 / 07 / 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 Inland Revenue. 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 SW1A 0AA

| Office use only                 |          |      |  |
|---------------------------------|----------|------|--|
| Validation                      | Initials | Date |  |
| Claims received                 |          | / /  |  |
| Signature check                 |          | / /  |  |
| Funds check                     |          | / /  |  |
| Allowable expenditure           |          | / /  |  |
| Validation                      | Initials | Date |  |
| Member ID added to form         |          | / /  |  |
| Payment codes added to form     |          | / /  |  |
| Receipts/ documentation present |          | / /  |  |
| Processing input                |          | / /  |  |

*Please use margin for comments*

Invoice



morse design & print limited

Gisela Stuart MP

Deliver Address:

Gisela Stuart MP

Invoice No:


Date:

2/7/07

Order No:

Page:

1

| Description  |         |                                | Amount        | Vat         |
|--|---------|--------------------------------|---------------|-------------|
| Letterheads  | Size A4 | Qty 50,000 (Material Supplied) | £1,105.00     | S           |
|  |         |                                |               |             |
|  |         |                                | NET:          | £1,105.00 S |
|  |         |                                | VAT:          | £193.38     |
|  |         |                                | Total Amount: | £1,298.38   |
|  |         |                                | Paid Today:   | £0.00       |
|  |         |                                | Balance Due:  | £1,298.38   |



Invoice



morse design & print limited

Gisela Stuart MP

Deliver Address:

Gisela Stuart MP

Invoice No: [REDACTED]

Date: 22/6/07

Order No:

Page: 1

| Description  | Amount  | Vat  |
|--|---------|--|
| Letterheads - Overprint      Size A4      Qty 5000<br>[REDACTED] | £334.00 | S  |
| [REDACTED]   |         | NET:            £334.00      S<br>VAT:             £58.45<br>Total Amount:    £392.45<br>Paid Today:       £0.00<br>Balance Due:     £392.45 |





Communications Allowance

Member's reimbursement form

05 JUL 2007

When to use this form

Use this form to ask us to reimburse you for costs you have 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: GISELA STUART
In CAPITAL LETTERS
Constituency: BIRMINGHAM EDGEMASTON

Office use only
Costs: [redacted]
Supp/Res ID: [redacted]

Claim details

You can only claim for

costs you have actually paid.

Please ensure

you attach all receipts or invoices for items of £250 and above.

Period of claim

from 01/05/07 to 30/06/07

Allowance year

07/08

Checked with MP - both to be used solely for mass communication - EC.

Table with 2 columns: Description of service or goods, Amount. Rows include: Prints and catridges (£ 375 : 60 p), Stamps (£ 240 : 00 p), and several redacted rows.

Office use only table with columns: Allow, Exp, Type (cat5). Rows include: 514....., 514....., 514....., 514....., 514.....

Total

£ 615 : 60 p

Authorisation and declaration

I claim reimbursement of these costs which I incurred wholly, exclusively and necessarily in the performance of my Parliamentary duties.

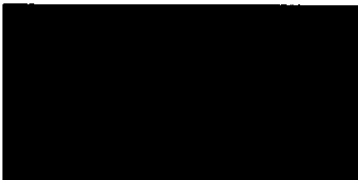
Signature

[Redacted signature]

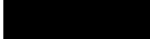
MP

Date

30/6/07



Invoice No



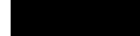
Invoice Date

26/06/07

Our Ref



Your Ref



Order Date

25/06/07

Delivery Date

26/06/07

Account No



| Product Code      | Description                        | Unit Cost | Qty | VAT%  | Price GB |
|-------------------|------------------------------------|-----------|-----|-------|----------|
| DI 0033S0515      | Lexmark E352dn                     | 226.17    | 1   | 17.50 | 226.17   |
| DI 0E352H11E      | Lexmark E35X 9K RP Toner Cartridge | 89.50     | 1   | 17.50 | 89.50    |
| A4DEL             | A4 Printer Delivery                | 3.99      | 1   | 17.50 | 3.99     |
| Total Excl VAT GB |                                    |           |     |       | 319.66   |
| VAT Total GB      |                                    |           |     |       | 55.94    |
| VAT TOTAL GB      |                                    |           |     |       | 375.60   |



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