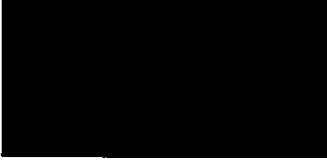


SIEMENS

Gisela Stuart MP



Reference No.



Arrears Amount
Payment Due By

£228.91
08/04/2005

Date

5th May 2005

Our Ref



Please quote invoice number in all correspondences.

Dear Sir/Madam,



Yours faithfully,



pw

SIEMENS

Gisela Stuart MP



Reference No. [REDACTED]
Arrears Amount £228.91
Payment Due By 08/04/2005

Date 25th April 2005
Our Ref [REDACTED]

Please quote invoice number in all correspondences.

Dear Sir/Madam,

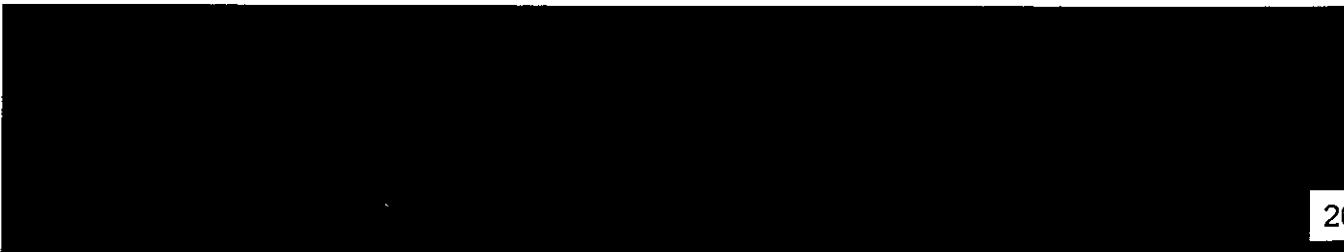


SIEMENS FINANCIAL SERVICES LTD



Arrears Summary

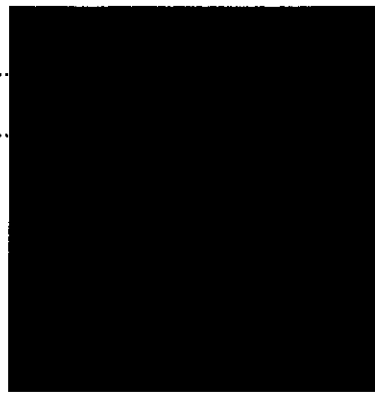
Agreement	Amount
[REDACTED]	£228.91



Financial Processing }

Transaction No.

Registration No.



Validation Claim Summary Sheet

Please write or print clearly & attach to claim

Supplier ID

or

Volunteer Y/N

Please check / amend relation

Text

3/6/05

Invoice No.

Account code / Allowance

Members cost centre (Cat1)

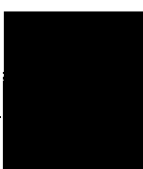
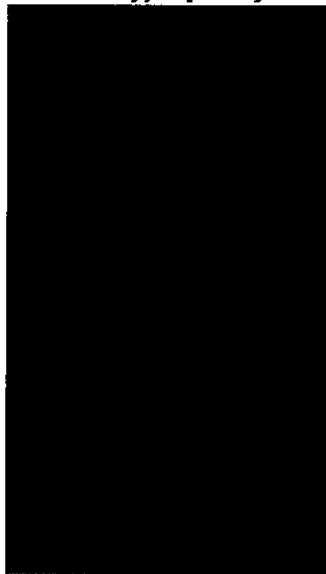
Financial Year/PIRO (Cat2)

04_05 / 05_06

Who code? (Cat3)

or

Expenditure type (Cat5) :



£.....

£.....

£.....

£.....

£.....

£.....

£.....

£.....

£ 131.64

£ 131.64

TOTAL

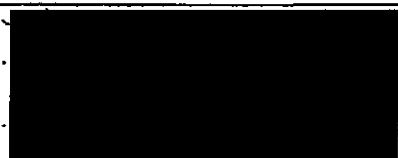
Comments:

** Financial Processing purposes only
Registered by (initials & date)*

.....

Posted by (initials & date)

21 JUN 2005





Authority for the payment of one-off salary and/or expenses to staff

When to use this form

- Use this form to request a one-off payment of salary to a temporary or casual employee.
- Use this form to reimburse out-of-pocket expenses to an employee or a volunteer.

About filling in this form

- Please note that payments can be made through the payroll only if we hold a valid National Insurance number for the employee.
- If you have any questions about this form, please call 020 7219 1340.

Your details

Name
in CAPITAL LETTERS

GUSSEN STUART

Constituency

BIRMINGHAM EDGEMOND

Details of staff member

First name

[REDACTED]

Surname
in CAPITAL LETTERS

[REDACTED]

Employee status

[REDACTED]

Date of birth

National Insurance number

Payment details

Payslip address

Bank details

[REDACTED]

Claim details

- Please claim actual amounts incurred, not round sums
- Please attach receipts or invoices

	Amount
One-off salary	£ _____ : _____ p
Season ticket (van)	£ _____ : _____ p
Travel – home to work	£ _____ : _____ p
Rail travel	£ _____ : _____ p
Car travel	£ _____ : _____ p
Air travel	£ _____ : _____ p
Taxi	£ _____ : _____ p
Meals and subsistence	£ _____ : _____ p
Healthcare	£ _____ : _____ p
Childcare	£ _____ : _____ p
Home-as-office/telephone	£ 131 : 69 p
Office requisites	£ _____ : _____ p
Total	£ 131 : 69 p



Authorisation and declaration

I confirm that payments listed above were wholly, exclusively and necessarily incurred by _____ my Parliamentary duties.

Signature

MP

Date

31.10.05

Data protection

On behalf of the Data Controller, the employing Member of Parliament, the House of Commons Administration will process the information you provide on this form for the purpose of staff administration, administering and accounting for the Members' Estimate, making payments and keeping records in accordance with the rules agreed by the employing member, the House of Commons and the Inland Revenue. The information may also be disclosed to the National Audit Office for audit purposes.

The information will be processed in accordance with the provisions of the Data Protection Act 1998. 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, including the right to see and receive a copy of any personal data that the House of Commons Administration holds about you on behalf of your employer, please contact your employer.

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	_____	____/____/____	Member ID added to form
Signature check	_____	____/____/____	Payment codes added to form
Funds check	_____	____/____/____	Receipts/documentation present
Allowable expenditure	_____	____/____/____	Processing Input

Please use margin for comments



BT Mobile

Customer Reference
Account Number:
Invoice Reference:
Date (and tax point):

For enquiries please contact

Billing
Fax
E-Mail

Invoice From

BT Mobile

Service Charges	£	17.01	<i>Not used all your inclusive</i>
Usage Charges	£	29.37	<i>29.37 minutes and texts? Do not</i>
<small>See Invoice Breakdown Page(s)</small>			
Subtotal excluding VAT	£	46.38	<i>worry. We will always give</i>
VAT at 17.50%	£	8.11	<i>you an extra month to use</i>
Total amount due for this invoice	£	54.49	<i>them so you do not lose out.</i>
Balance from previous invoice	£	0.00	
<small>See Statement of Account at end of invoice</small>			
Total amount due	£	54.49	



BT Mobile

Customer Reference:
Account Number:
Invoice Reference:
Date (and tax point):

For enquiries please contact

Billing
Fax
E-Mail

Invoice From

BT Mobile

Service Charges	£	17.01	<i>Remember to make quick</i>
Usage Charges	£	11.26	<i>calls home at no extra cost.</i>
See Invoice Breakdown Page(s)			
Subtotal excluding VAT	£	28.27	<i>Make loads of calls a month</i>
VAT at 17.50%	£	4.94	<i>of up to two minutes each at</i>
Total amount due for this invoice	£	33.21	<i>any time (subject to fair use</i>
Balance from previous invoice	£	0.00	<i>policy).</i>
See Statement of Account at end of invoice			
Total amount due	£	33.21	



[Redacted]

Customer Reference:
Account Number:
Invoice Reference:
Date (and tax point):

009

For enquiries please contact

Billing
Fax
E-Mail

[Redacted]

[Redacted]

[Redacted]

Invoice From

BT Mobile

Service Charges	£	17.01	<i>BT Mobile inclusive minutes</i>
Usage Charges	£	20.43	<i>are great for keeping in touch</i>
<small>See Invoice Breakdown Page(s)</small>			
Subtotal excluding VAT	£	37.44	<i>with friends and family. Use</i>
VAT at 17.50%	£	6.55	<i>them to call anyone, on any</i>
Total amount due for this invoice	£	43.99	<i>UK mobile network or landli-</i>
Balance from previous invoice	£	0.00	<i>ne, any time.</i>
<small>See Statement of Account at end of invoice</small>			

Total amount due £ **43.99**

Financial Processing }

Transaction No. [REDACTED]

Registration No. [REDACTED]

Validation Claim Summary Sheet

Please write or print clearly & attach to claim

Member Supplier ID

Pay recipient

(NB Financial Processing to check whether a dedicated a/c exists)

Text

Invoice No.

Account code / Allowance

Members cost centre (Cat1)

Financial Year/PIRO (Cat2)

Expenditure type (Cat5) :

[REDACTED]

TOTAL

04_05 / 05_06

£ 497.74

£.....

£.....

£.....

£.....

£.....

£.....

£.....

£.....

£ 497.74

Comments:

* Financial Processing purposes only
Registered by (Initials & date)

[REDACTED]

Posted by (Initials & date)

.....1.7.JUN.2005.....

[REDACTED]



Incidental Expenses Provision

C1

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, see Green Book section 5.
If you have any doubt about whether you can claim for a cost, please call 020 7219 1340.

Your details

Name in CAPITAL LETTERS

GIBELA STUART

Constituency

BIRMINGHAM EDGEMONTON

Claim details

Please ensure

- your claim totals more than £100
you provide journey details of all taxi journeys
you attach all receipts or invoices for items of £250 and above
any claims for petty cash do not exceed £250 per month.

You can only claim for

- costs you have actually paid
office and surgery accommodation, equipment and supplies, work commissioned, communication and travel.

Period of claim

from 06 10 05 to 31 10 05

Allowance year

05/06

Table with 3 columns: Item, Description of service or goods, Amount. Includes items like Phone, Information Commission, Advice supp. Remit, Local Papers, Office supplies.

Total

£ 497 : 74 p

continued on page 2

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

21/6/05

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

	/	/
--	---	---

Member Res ID
& Costc

	/	/
--	---	---

Ext type/Cat 5 &
subtotals added to form

	/	/
--	---	---

Receipts/
documentation present

	/	/
--	---	---

Processing

Input

	/	/
--	---	---

Input subtotals per Cat 5

£

£

£

£

£

£

£

£

£

Comments

--

Financial Processing }

Transaction No. [REDACTED]

Registration No. [REDACTED]

Validation Claim Summary Sheet

Please write or print clearly & attach to claim

Member Supplier ID

Pay recipient

(NB Financial Processing to check whether a dedicated a/c ex

Text

Invoice No. [REDACTED]

Account code / Allowance

Members cost centre (Cat1)

Financial Year/PIRO (Cat2)

04-05 / 05_06

Expenditure type (Cat5) :

[REDACTED]

£ 151.49

£ 227.40

£

£

£

£

£

£

£

TOTAL

£ 378.89

Comments:

* Financial Processing purposes only
Registered by (initials & date)

[REDACTED]

Posted by (initials & date)

.....2-3 MAY 2005.....

[REDACTED]

13 MAY 2005

Transaction code.

C1. REIMBURSEMENT

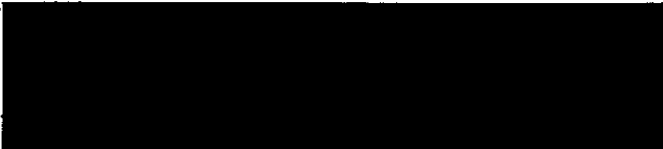
I wish to claim reimbursement of the following amounts from my Incidental Expenses Provision for the period 11/4/05 to 30/6/05 as detailed below.

I attach certified receipts/invoices for all equipment & software leased or purchased.

Item	Description of service / goods	Amount £	Fees office use only
1	Phone	151.49.	
2	Office supplies.	227.40	
3			
4			
5			
6			
7			
8			
9			
10			

£ 378.89

I certify that the expenses shown above have been wholly, exclusively and necessarily incurred on parliamentary business by

SIGNED..... MP

PRINTED NAME..... Crispa Sturani

DATE..... 14/5/05 CONSTITUENCY..... Barnham Edmonton