



COMMS 2

Office use only
Costc/Cat2

M | | | | |

Allowance 514670

Direct Payment to Third Parties

Communications Expenditure (COMMS)

Member's Name (CAPITAL LETTERS)

Constituency (CAPITAL LETTERS)

A DISMANS	ITANDAS
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Regular reports & constituency newsletters

(production & design, distribution, stationery, delivery & postage)

Description	£	Supp ID	Exp type/Cat5
London print: an ultra	2,724.00	87	514
		87	514
		87	514
		87	514

Advertising

	£	87	514
	£	87	514
	£	87	514
	£	87	514

Websites

(design, set up & maintenance costs)

	£	87	514
	£	87	514
	£	87	514
	£	87	514

Equipment

(purchase and lease of IT equipment/software only used in design & production of constituency publications)

	£	87	514
	£	87	514
	£	87	514
	£	87	514
	£	87	514

Please securely attach required invoices in support of your payments.

Statements, order confirmations & proforma invoices will not be accepted.

Authorisation and declaration

I confirm the amounts claimed comply with the principles and rules contained in the Green Book.

Member's Signature

Date 2/12/09

Data Protection

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About filling in this form.

If you have any questions about this form, please call 020 7219 1340

Send your completed form to:
Operations Directorate, Department of Resources
House of Commons, London SW1A 0AA

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