

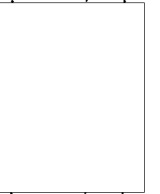
TELEGRAPH GROUP LTD.
EMPLOYEES EXPENSE REPORT

NAME (Block Capital) [REDACTED]
EXPENSES FOR WEEK ENDING⁽¹⁾: 8/8/06

C T: ST news
CENTRE NO. TO BE CHARGED⁽⁹⁾: 0207
PAYROLL NO: [REDACTED]

DATE	DETAILS OF CLAIM	TRAVEL						ENTERTAINING		OTHER				
		Car at		Car Hire	Taxis	Other ⁽³⁾ Travel	Hotel	Subsistence	Staff ⁽⁴⁾ (See over)	Outsiders ⁽⁴⁾ (See over)	Telephone ⁽⁵⁾ Calls	Books ⁽⁶⁾ Newspapers	Other	
		Miles	p/mile ⁽²⁾ Value											
8/9	BROUGHT FORWARD ⁽¹²⁾ Payment to contact for flight Stky - Dated 6/8/06 agreed by newsdesk													
	CARRIED FORWARD FINAL TOTAL ⁽¹²⁾													

105597



EMPLOYEE NAME [REDACTED]

DATE 8/9/06

PAYMENT METHOD ⁽⁷⁾ - tick one			FINAL TOTAL ⁽¹⁰⁾
BACS ⁽⁸⁾			LESS ADVANCE ⁽¹¹⁾
Cheque ⁽⁸⁾	VISA Cheque		PAYABLE

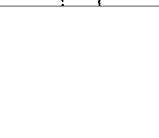
POST CENTRE HEAD AUTHORITY⁽⁹⁾

DATE [REDACTED]

SEND TO EXPENSES DEPARTMENT BEFORE AUTHORISATION

OFFICE USE ONLY

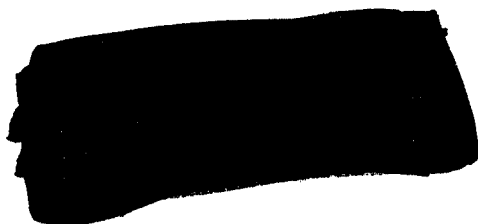
VAT	
TOTAL	





PAYMENT FOR ASSISTANT
STORY.

RECEIVED WITH THANKS



TELEGRAPH GROUP LTD.
EMPLOYEES EXPENSE REPORT

NAME (Block Capital) [REDACTED]
EXPENSES FOR WEEK ENDING⁽¹⁾: 15/7/06

PAYROLL NO. [REDACTED]
COST CENTRE NO. TO BE CHARGED⁽⁹⁾: 020723

DATE	DETAILS OF CLAIM	TRAVEL							ENTERTAINING		OTHER		
		Car at		Car Hire	Taxis	Other ⁽³⁾ Travel	Hotel	Subsistence	Staff ⁽⁴⁾ (See over)	Outsiders ⁽⁴⁾ (See over)	Telephone ⁽⁵⁾ Calls	Books ⁽⁶⁾ Newspapers	Other
		Miles	p/mile ⁽²⁾ Value										
15/7	BROUGHT FORWARD ⁽¹²⁾ Cash payment for Iraq bomb story and pictures. Agreed by newsdesk											20103738	
	CARRIED FORWARD FINAL TOTAL ⁽¹²⁾												

EMPLOYEE SIGNATURE [REDACTED] DATE 15/7/06

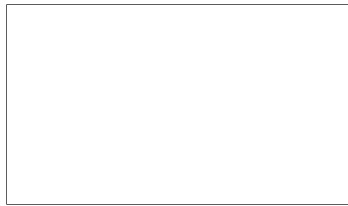
COST CENTRE HEAD AUTHORITY⁽⁹⁾ DATE

PAYMENT METHOD ⁽⁷⁾ - tick one				FINAL TOTAL ⁽¹⁰⁾	
BACS ⁽⁸⁾	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	LESS ADVANCE ⁽¹¹⁾	<input type="checkbox"/>
Cheque ⁽⁸⁾	<input type="checkbox"/>	VISA Cheque	<input type="checkbox"/>	PAYABLE	<input type="checkbox"/>

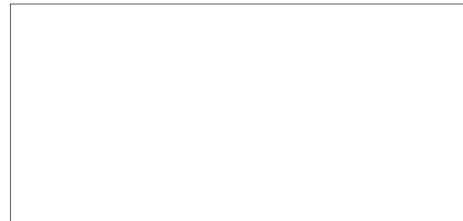
SEND TO EXPENSES DEPARTMENT BEFORE AUTHORISATION

OFFICE USE ONLY	VAT
TOTAL	

	1125	7105	1105/T	1105/DF	1105/H	1105/S	1318	1315	6210	8125/813								



Received
with thanks



For Distribution to CPs

ELEGRAPH GROUP LTD.
EMPLOYEES EXPENSE REPORT

NAME (Block Capita. [REDACTED])
EXPENSES FOR WEEK ENDING⁽¹⁾: 7/4/06

COST CENTRE NO. TO BE CHARGED⁽⁹⁾: 0207
PAYROLL NO: [REDACTED]

DATE	DETAILS OF CLAIM	TRAVEL						ENTERTAINING		OTHER			
		Car at		Car Hire	Taxis	Other ⁽³⁾ Travel	Hotel	Subsistence	Staff ⁽⁴⁾ (See over)	Outsiders ⁽⁴⁾ (See over)	Telephone ⁽⁵⁾ Calls	Books ⁽⁶⁾ Newspapers	Other
		Miles	p/mile ⁽²⁾ Value										
7/4	BROUGHT FORWARD ⁽¹²⁾ Cash pay to contact for documents - agreed by news desk												
	CARRIED FORWARD FINAL TOTAL ⁽¹²⁾												

EMPLOYEE SIGNATURE [REDACTED]

DATE 7/4/06

PAYMENT METHOD ⁽⁷⁾ - tick one				FINAL TOTAL ⁽¹⁰⁾	
BACS ⁽⁸⁾				LESS ADVANCE ⁽¹¹⁾	
Cheque ⁽⁸⁾		VISA Cheque		PAYABLE	

COST CENTRE HEAD AUTHORITY⁽⁹⁾ [REDACTED] DATE [REDACTED]

SEND TO EXPENSES DEPARTMENT BEFORE AUTHORISATION

OFFICE USE ONLY
VAT []
TOTAL []

[]	[]	[]	[]	[]	[]	[]	[]	[]	[]	[]	[]	[]	[]
1125	7105	1105/T	1105/DF	1105/H	1105/S	1318	1315	6210	8125	[]	[]	[]	[]

TELEGRAPH MEDIA GROUP
EMPLOYEE EXPENSE REPORT

NAME (Block Capitals) [REDACTED]
EXPENSES FOR WEEK ENDING (1): 1/2/2008

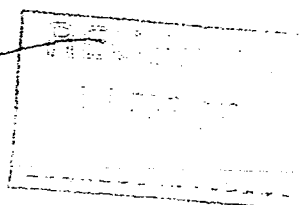
DEPT: VI NEWS
COST CENTRE NO. TO BE CHARGED (9): 0103 [REDACTED] PAYROLL NO. [REDACTED]

DATE	DETAILS OF CLAIM	TRAVEL						ENTERTAINING		OTHER		
		Car at Miles	Car Hire	Taxis	Other(3) Travel	Hotel	Subsistence	Staff(4) (See over)	Outsiders(4) (See over)	Telephone(5) Calls	Books(6) Newspapers	Other
	BROUGHT FORWARD (12)											
	[REDACTED]											
1	Drinks, " + lunch (cash) Tip sum [REDACTED] re. Sellfield ex-wife (cash)											
2	Drinks											
	CARRIED FORWARD FINAL TOTAL (12)											

122027

EMPLOYEE NAME [REDACTED] DATE

CENTRE HEAD AUTHORITY [REDACTED] DATE



PAYMENT METHOD (7) - tick one		FINAL TOTAL (10)	
BACS (8)	DINERS Cheque	LESS ADVANCE (11)	
Cheque (8)	VISA Cheque	PAYABLE	

SEND TO EXPENSES DEPARTMENT BEFORE AUTHORISATION

VAT	
TOTAL	

7105 1105/T 1105/DF 1105/H

18 6210 8125/813

TELEGRAPH GROUP LTD.
EMPLOYEE EXPENSE REPORT

NAME (Block Capitals): [REDACTED]

EXPENSES FOR WEEK ENDING (1): 11/5/2008

DEPT: DT NEWS

PAYROLL NO: [REDACTED]

COST CENTRE NO. TO BE CHARGED (9): 0103

DATE	DETAILS OF CLAIM	TRAVEL							ENTERTAINING		OTHER		
		Car at /mile(2)		Car Hire	Taxis	Other(3) Travel	Hotel	Subsistence	Staff (4) (See over)	Others (4)	Telephone (5) calls	Books (6) Newspapers	Other
		Miles	Value										
6/5	BROUGHT FORWARD (12) Drinks (no receipt) Taxi home												
7/5	Chelsea shooting: cash for information / tip use of computer @ cafe (no receipt) Drinks, taxi home												
8/5	Breakfast @ scene (called 6.45am T.W.) - no receipt Drinks, taxi home												
9/5	Drinks, taxi home												
CARRIED FORWARD TOTAL (12)		0	0.00	0.			0.00				.00	0.0	

20126121

EMPLOYEE SIGNATURE [REDACTED]

DATE 29/5/2008 RE

COST CENTRE HEAD AUTHORISATION(9)

ICE ONLY VAT TOTAL

FINAL TOTAL (10)
LESS ADVANCE (1)
PAYABLE

8125 / 8130

TELEGRAPH GROUP LTD.
EMPLOYEES EXPENSE REPORT

NAME (Block Capital) [REDACTED]
EXPENSES FOR WEEK ENDING (1): 13.11.05

[REDACTED] STNEWS
COST CENTRE NO. TO BE CHARGED (9): 0201

PAYROLL NO: [REDACTED]

DATE	DETAILS OF CLAIM	TRAVEL						ENTERTAINING		OTHER		
		Car at p/mile(2)		Car Hire	Taxis	Other(3) Travel	Hotel	Subsistence	Staff(4) (See over)	Outsiders(4) (See over)	Telephone(5) Calls	Books(6) News
		Miles	Value									
	BROUGHT FORWARD (12)											
11	lunch, Steve Kupis, head of police anti-trafficking unit											
11	lunch, Denise Marshall, head of Poppy Project Shelter for trafficking victims Tube / taxi home Taxi back											
11	Tube to Soho Payment to madam for information on trafficked women Interview with Russian trafficked prostitute Interview with Lithuanian trafficked woman Fee for permission to take photographs Taxi back to office											
	TOTAL CARRIED FORWARD											
	To PAGE (5)											
	CARRIED											

PREPARED BY [REDACTED] DATE 3.12.05

PAYMENT METHOD(7) - tick one		FINAL TOTAL(10)
BACS(8)	<input checked="" type="checkbox"/>	LESS ADVANCE(11)
Cheque(8)	<input type="checkbox"/>	PAYABLE
	VISA Cheque	

COST CENTRE HEAD AUTHORIZATION(9)

DATE 4 DEC 2005

SEND TO EXPENSES DEPART BEFORE AUTHORIZATION
TOTAL CARRIED

OFFICE USE ONLY

VAT	
TOTAL	

1125

TELEGRAPH GROUP LTD.
EMPLOYEES EXPENSE REPORT

NAME (Block Cap.) [REDACTED]
EXPENSES FOR WEEK ENDING⁽¹⁾: 29.5.05

HOME NEWS
COST CENTRE NO. TO BE CHARGED⁽⁹⁾: 0207
PAYROLL NO. [REDACTED]

DETAILS OF CLAIM	TRAVEL						ENTERTAINING		OTHER			
	Car at		Car Hire	Taxis	Other ⁽³⁾ Travel	Hotel	Subsistence	Staff ⁽⁴⁾ (See over)	Outsiders ⁽⁴⁾ (See over)	Telephone ⁽⁵⁾ Calls	Books ⁽⁶⁾ Newspapers	Other
	Miles	p/mile ⁽²⁾ Value										
1.05 TAXI ETC - ET (RECEIPT). HOSPITALITY LUNCH (RECEIPT). WALK + TAXI TAXI ET - ETC (RECEIPT).											20000	155
6.5.05 BOURNEMOUTH SEX-ON - SEA PROSTITUTE VIDEO FOCUS. AGREED CASH PAYMENT TO PROSTITUTE 'ANNA' (NO RECEIPT) FOR INTERVIEW + PICTURE AGREED CASH PAYMENT TO PROSTITUTE 'SALLY' (NO RECEIPT) FOR INTERVIEW. HOSPITALITY LUNCH (RECEIPT) HOSPITALITY DRINKS (RECEIPT). RETURN LONDON TO BOURNEMOUTH												
27.5.05 TUBE ETC - HAMMERSMITH (NO RECEIPT) FOR CASH INTERVIEW FOCUS TUBE HAMMERSMITH - ETC.												
28.5.05 TAXI ETC - ET. (RECEIPT).												
CARRIED FORWARD FINAL TOTAL ⁽¹²⁾												

EMPLOYEE SIGNATURE [REDACTED] DATE [REDACTED]

COST CENTRE H AUTHORISATION [REDACTED] DATE 22/6/05

OFFICE USE ONLY TOTAL [REDACTED]

PAYMENT METHOD ⁽⁷⁾ - tick one		FINAL TOTAL ⁽¹⁰⁾
BACS ⁽⁸⁾	<input type="checkbox"/>	LESS ADVANCE ⁽¹¹⁾
Cheque ⁽⁸⁾	<input type="checkbox"/>	PAYABLE
VISA Cheque	<input type="checkbox"/>	

SEND TO EXPENSES DEPARTMENT BEFORE AUTHORISATION [REDACTED]

1105/H	1105/S	1318						6210	8125/8130
								8350	

TELEGRAPH GROUP LTD.		ENTERTAINING			Outsider Entertaining			Staff Entertaining £
Date	Place	Purpose	Names & Company	No. of Staff Present	No. of Outsiders	Amount £		
5.05	RIVER SPICE ET	CONTACT BUILDING	[Redacted] PITCH P.K.	ME	1			
6.5.05	JIMMY'S MAN BOURNEMOUTH	CONTACT BUILDING BOURNEMOUTH (SEX-ON-SET)	[Redacted] JOURNALIST + (ANNA), PROSTITUTE	ME	2			
5.05	OBSCURA CAFE BOURNEMOUTH	CONTACT BUILDING BOURNEMOUTH (SEX-ON-SET)	[Redacted] JOURNALIST (SALLY), PROSTITUTE	ME	2			
TOTAL								

- NOTES
- Expense reports to be submitted at the end of each week - on an interim basis if the trip is not complete. Foreign and home expenses must be submitted on separate reports. See latest circular for amount claimable per mile. Copies are available from the Expenses Office.
 - Includes air, rail, sea, parking.
 - When entertaining is for staff only with no outsiders present put value in "Staff" column and obtain TPC approval. Otherwise include total cost in "Outsiders" column.
 - Itemised phone bill required for home and mobile telephones.
 - Newspapers and Magazines must be submitted on a separate expense report and will be subject to tax under the PAYE System.
 - In the absence of any preference indicated, payment will be made by BACS transfer.
 - A BACS transfer will be paid into the same bank account as your salary unless otherwise advised. This will reach your account faster than a cheque
 - This must be a person authorised to sign for the cost centre to be charged and they should ensure that the appropriate cost centre to be charged is indicated on the form.
 - Lists of authorised signatures are available from the Chief Accountant.
- 1) Total of all column totals.
 - 2) Previous advances must be cleared before further advances may be requested.
 - 3) If report runs onto more than one page use "carried forward" and "brought forward" totals until the last page where final total should be included for each column.

TELEGRAPH GROUP LTD.
EMPLOYEES EXPENSE REPORT

NAME (Block Capital) [REDACTED]
EXPENSES FOR WEEK ENDING⁽¹⁾: 2-1-06

ST NEWS
CENTRE NO. TO BE CHARGED⁽⁹⁾: [REDACTED]
PAYROLL NO: [REDACTED]
020723

DATE	DETAILS OF CLAIM	TRAVEL							ENTERTAINING		OTHER		
		Car at		Car Hire	Taxis	Other ⁽³⁾ Travel	Hotel	Subsistence	Staff ⁽⁴⁾ (See over)	Outsiders ⁽⁴⁾ (See over)	Telephone ⁽⁵⁾ Calls	Books ⁽⁶⁾ Newspapers	Other
		Miles	p/mile ⁽²⁾ Value										
2/6	BROUGHT FORWARD ⁽¹²⁾ Receipt for cash payment to contact in Colbeck agreed by newsdesk for assistance with bullying story.												
CARRIED FORWARD FINAL TOTAL ⁽¹²⁾													

EMPLOYEE SIGNATURE: [REDACTED] DATE: 7/1/06

PAYMENT METHOD ⁽⁷⁾ - tick one		FINAL TOTAL ⁽¹⁰⁾
BACS ⁽⁸⁾		LESS ADVANCE ⁽¹¹⁾
Cheque ⁽⁸⁾	VISA Cheque	PAYABLE

COST CENTRE HEAD AUTHORIZATION: [REDACTED] DATE: _____

SEND TO EXPENSES DEPARTMENT BEFORE AUTHORIZATION

OFFICE USE ONLY	VAT													
TOTAL														
		1125	7105	1105/T	1105/DF	1105/H	1105/S	1318	1315	6210	6125/6130			

Receipt for cash payment for Army
bullying story at Catterick Camp.



2nd January 2000.

[View Claim](#)

Tips

7770852
Tip off on gun factory story

Purchase Details

UNITED KINGDOM
28/08/2008
No
0
0.00
GBP (POUND STERLING)

Total Cost inc VAT

Pay to Account
Current Account

Conversion Rate

Comments

User	Message	Date	Time
<input type="text"/>	Matthew Bayley Claim Approved	18/09/2008	17:22
<input type="text"/>	Tip off to freelance for line on gun factory in Berkshire (paid in cash) Claim validated as un-receipted as per the instructions of <input type="text"/>	16/09/2008	19:45
<input type="text"/>	Claim Submitted	16/09/2008	19:45