

End of year claims – 30 May cut-off date

Further to our year-end guidance which we sent out in February, and the reminder in Bulletin 100 on 21 May, this is a final reminder that we need to receive any 2013-14 claims and supporting documentation by the end of today, as this is the end of year cut-off date.

If you submit a 2013-14 claim and then we return it to you with a query, please also ensure you resubmit it to us within 14 days.

For reference, please find attached a copy of the year-end guidance letter. If you have any queries about your budgets or outstanding claims, please phone the IPSA Information Line on 020 7811 6400.

Phone: IPSA Information Line: 020 7811 6400 (Normal opening hours 1pm-5pm, Monday to Friday)

Email: info@parliamentarystandards.org.uk

Post: IPSA, 4th floor, 30 Millbank, London, SW1P 4DU

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