

Government Procurement Card - Purchase Log

Cardholder	NICK HARDWICK	Card number	4715 **** * 1305
Office	HM Inspectorate of Prisons	Business Entity Reference	RD110
Month & Year	Feb-11		

Local transaction reference	Date of purchase / receipt of goods	Supplier	Details of purchase	Net amount	VAT amount	Gross amount
075/feb11	28-Jan	Flybe	Return tickets to Belfast for Nick & Laura Paton for Northern Ireland NPM event			223.96
Sub total						223.96
Total carried forward from continuation sheet						
Total purchases for period						223.96

Cardholder's signature _____

I certify that the purchases detailed were valid Ministry of Justice purchases and that the goods have been satisfactorily received.

I have reconciled the expenditure detailed above and confirm that these are valid purchases made for the Ministry of Justice, that the goods have been received in full and, that the price of the order is fair and reasonable.

07/03/2011 _____

Date *Local Card Administrator's name* *Local Card Administrator's signature*