



**HM Revenue  
& Customs**

**RECEIVED**  
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Local Compliance (I & PB)  
Government Departments Team  
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Monday to Friday  
8.30 to 17.00

Fax 029 2032 5954

Date 11 November 2010  
Our Ref 940/2S/HF371/MSG  
Your Ref 948/BA41775

@hmrc.gsi.gov.uk

Dear Philip

Please find enclosed tailored dispensations for IPSA in respect of Travel and Subsistence payments for the following:

- **Members of Parliament (MPs)**
- **MPs' employees (paid by IPSA).**

Please send me IPSA's credit / Government Procurement Card usage policy in due course and I will prepare the relevant dispensations in respect of receipted business expenditure.

I look forward to hearing from you. In the meantime, if you need any further help, please contact me.

Yours sincerely

PD1 Employer Liaison Team (Government Departments)

Information is available in large print, audio tape and Braille formats.  
Type Talk service prefix number – 18001

Business Unit Head



**Accommodation (Bed and Breakfast)**

Actual costs of necessary accommodation incurred during attendance at a temporary workplace to be reimbursed on production of receipts

**Railcards**

Actual costs of railcards to be reimbursed on production of receipts **(provided that the total saving on rail travel exceeds the cost of the railcard)**

