

MEMBERS' INFORMATION AND COMPUTER TECHNOLOGY (ICT) ALLOWANCE CLAIM FORM

ROYAL BOROUGH OF WINDSOR AND MAIDENHEAD

CLAIM BY COUNCILLOR: **MORTAHIMED ILYAS**

ICT ALLOWANCES FOR THE MONTH OF: **MARCH 2012**

DATE OF PURCHASE	FULL DESCRIPTION OF ICT ITEM PURCHASED	AMOUNT CLAIMED		RECEIPTS ATTACHED*															
		£	p	YES	NO														
27 JAN 2012	IPAD	250	00	✓															
<p>INVOICE date 27/01/12 supply ID 8183649 gross amt £250 Due date 01/05</p> <p>Inv No. Text (30 chars incl spaces) CLR ILYAS - ICT</p> <table border="1"> <thead> <tr> <th>Acc code</th> <th>TC</th> <th>TS</th> <th>CostC</th> <th>Cat</th> <th>Cat</th> <th>Net £</th> </tr> </thead> <tbody> <tr> <td>J26</td> <td>BZ</td> <td></td> <td>MJ30</td> <td></td> <td></td> <td>250</td> </tr> </tbody> </table> <p>Special instructions RECEIPT MUST BE SCANNED</p> <p>Contact name [REDACTED] Ext No. 6319</p>						Acc code	TC	TS	CostC	Cat	Cat	Net £	J26	BZ		MJ30			250
Acc code	TC	TS	CostC	Cat	Cat	Net £													
J26	BZ		MJ30			250													
TOTAL		250	00	✓															

PLEASE COMPLETE ONE LINE FOR EACH ITEM CLAIMED FOR AND SIGN BELOW AFTER READING THE DECLARATION.

*FAILURE TO PROVIDE RECEIPTS MAY RESULT IN NON-PAYMENT OF THE CLAIM

I declare that I have actually and necessarily incurred expenditure on ICT equipment for the purpose of performing my duties as a Member of the Council and that I have actually made the payments shown

Signature of Member: [REDACTED] Date: 30 March 2012

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Democratic Services:	Authorised for Payment: [REDACTED] Date: 03/04/12
Payroll:	Input by: [REDACTED] Batch No: [REDACTED] Checked by: [REDACTED] Date: [REDACTED]