

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

ROYAL BOROUGH OF WINDSOR AND MAIDENHEAD

CLAIM BY COUNCILLOR: Duncan McBride.....

ICT ALLOWANCES FOR THE MONTH OF:

DATE OF PURCHASE	FULL DESCRIPTION OF ICT ITEM PURCHASED	AMOUNT CLAIMED		RECEIPTS ATTACHED*	
		£	p	YES	NO
3/3/2012	PRINTER INK	45	98	✓	
	ICT CLAIM 10/9/11 75 99				
	Invoice date 3/3/12 Inv No. Text (30 chars incl spaces) CLR McBride - ICT Supp ID 800365 Gross amt £ 45.98 Due Date 30/03				
	Acc code J26 E2 TC TS CostC Cat MJ30 Net £ 45.98				
	Special instructions RECEIPT MUST BE SCANNED Contact name [REDACTED] Ext No. 6319				
	TOTAL	45	98		

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 [REDACTED] perform approved duties as a Member of the Council and that I have actually made the payments shown

Signature of Member: [REDACTED]

Date: March 6 2012

For Office Use Only	
Demographic Services: [REDACTED]	Authorised for Payment: [REDACTED]
Payroll: [REDACTED]	Input by: [REDACTED]
Date: 09/03/12	Checked by: [REDACTED]
Batch No:	Date: