

MEMBERS' INFORMATION ND COMPUTER TECHNOLOGY (N.D) ALLOWANCE CLAIM FORM

ROYAL BOROUGH OF WINDSOR AND MAIDENHEAD

CLAIM BY COUNCILLOR: D J WILSON

ICT ALLOWANCES FOR THE MONTH OF: 2011 - 2012

DATE OF PURCHASE	FULL DESCRIPTION OF ICT ITEM PURCHASED	AMOUNT CLAIMED		RECEIPTS ATTACHED*	
		£	p	YES	NO
DATE NOT RECORDED ON PAPERWORK	PRINTER CARTRIDGES DAYA DAYSHOP (REF £1467291)	✓ 18	25	✓	
16.11.2011	" " " " (REF £1467292)	✓ 18	25	✓	
31.12.2011	" " " " CARTRIDGE KING (REF 3019489)	✓ 16	78	✓	
31.12.2011	" " " " " " (REF 3078322)	✓ 18	75	✓	
31.12.2011	" " " " " " (REF 3078321)	✓ 18	75	✓	
INVOICE date <u>01/12/11</u> ID <u>800194</u> Gross amt £ <u>90.78</u> Due date <u>01/05</u> Inv No. <u>CLLR WILSON - ICT</u> Text (30 chars incl spaces)					
PLEASE COMPLETE ON READING THE DECLAR.	Acc code <u>226 E2</u> TC <u>E2</u> TS <u>MJ30</u> CostC <u>£</u> Cat <u>90.78</u> Net £				
Special instructions <u>ALL RECEIPTS MUST BE SCANNED</u>					
Contact name <u>[REDACTED]</u> Ext No. <u>6319</u>					
		TOTAL		✓ 90 78	

*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 purposes of enabling me to perform approved duties as a Member of the Council and that I have actually made the payments shown

Signature of Member: [REDACTED] Date: 28/3/2012

For Office Use Only	
Democratic Services: <u>[REDACTED]</u>	Date: <u>03/04/12</u>
Payroll: <u>[REDACTED]</u>	Batch No: <u>[REDACTED]</u>
Authorised for Payment Input by: <u>[REDACTED]</u>	Checked by: <u>[REDACTED]</u>
	Date: <u>[REDACTED]</u>