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

~~O~~YAL BOROUGH OF WINDSOR AND MAIDENHEAD

CLAIM BY COUNCILLOR: MELLINS

ICT ALLOWANCES FOR THE MONTH OF: YEAR 2012/2013

DATE OF PURCHASE	FULL DESCRIPTION OF ICT ITEM PURCHASED	AMOUNT CLAIMED £	AMOUNT CLAIMED p	RECEIPTS ATTACHED* YES	RECEIPTS ATTACHED* NO
30/3/13	Samsung Tablet + Case — part payment	~~250~~ 388	~~00~~ 95	✓	

Invoice date 30/03/13 | Supp ID | Gross £388.95
Inv. No. | Due date 3/5
Text (30 chars incl spaces): CLLR MELLINS-ICT

Acc code	TC	TS	CostC	Cat	Cat	Cat	Net £
J26	E2		MJ30				388.95

Special instructions: RECEIPT MUST BE SCANNED | CIS: YES / NO
Contact name | Ext No. 6319

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

TOTAL £ ~~250~~ 388 ~~00~~ 95

***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 a that I have actually made the payments shown

Signature of Member:..... Date 3/4/13

For Office Use Only					
Democratic Services:	Authorised for Payment:		Date: 03/04/13		
Payroll:	Input by:	Date:	Batch No:	Checked by:	Date:

£250 from 2012/13 allowance
£138.95 from 2013/14 allowance.