

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

ROYAL BOROUGH OF WINDSOR AND MAIDENHEAD

CLAIM BY COUNCILLOR: JOHN PENFOLD

ICT ALLOWANCES FOR THE MONTH OF: YEAR 2012-13

| DATE OF PURCHASE | FULL DESCRIPTION OF ICT ITEM PURCHASED | AMOUNT CLAIMED | | RECEIPTS ATTACHED* | |
|------------------|---|----------------|----|--------------------|-----|
| | | £ | P | YES | NO |
| 5/9/2012 | Kodak All-in-One Printer Home Centre. 8 | ✓ 242 | 34 | ✓ | YES |
| | Kodak Ultra Photo Inkjet Paper (2) | | | | |
| | Kodak Black Ink Cartridge | | | | |
| | Kodak Ultra Premium Photo Paper } (3) | | | | |
| | Kodak IOB/10C Ink Cartridge Combs | | | | |
| | Kodak Colour Ink Cartridge | | | | |
| | Kodak Ultra Photo Inkjet Paper (1) | | | | |
| | TOTAL | ✓ 242 | 34 | | |

Invoice date 5/9/12 Supp ID Gross amt £242.34
 Inv No. Due date 9/5
 Text (30 chars incl spaces)

CLR PENFOLD ICT

| Acc code | TC | TS | CostC | Cat | Cat | Net £ |
|----------|----|----|-------|-----|-----|--------|
| J26 | EZ | | M130 | | | 242.34 |

AND SIGN BELOW AFTER

TOTAL ✓ 242 34

PLEASE READ

*FAIL - Special ALL RECEIPTS MUST BE SCANNED

Contact name Ext No. 6319 CIS: YES / NO

I declare that I have accurately entered the above information for the purposes of enabling me to perform approved duties as a Member of the Council and
 Signature of Member: Date: 12 March 2013

| | |
|----------------------|---|
| For Office Use Only | |
| Democratic Services: | Authorised for Payment: <u> </u> Date: <u>9/4/13</u> |
| Payroll: | Input by: <u> </u> Date: <u> </u> Batch No: <u> </u> Checked by: <u> </u> Date: <u> </u> |