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

ROYAL BOROUGH OF WINDSOR AND MAIDENHEAD

CLAIM BY COUNCILLOR: CLAIRE STRETTON

ICT ALLOWANCES FOR THE MONTH OF: FEBRUARY 2013

DATE OF PURCHASE	FULL DESCRIPTION OF ICT ITEM PURCHASED	AMOUNT CLAIMED £	AMOUNT CLAIMED p	RECEIPTS ATTACHED* YES	RECEIPTS ATTACHED* NO
15/8/12	IPAD TABLET DEVICE	✓200	00	✓	
	TOTAL	✓200	00		

Invoice date	15/8/12	Supp ID		Gross amt	£ 200.00
Inv No.				Due Date	03/05
Text (30 chars incl spaces)	CLLR CLAIRE STRETTON — ICT				

Acc code	TC	TS	CostC	Cat	Cat	Cat	Net £
J26	EZ		MJ30				200.00

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.

***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:.................... Date: 28/2/2013

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