

MEMBERS' INFORMATION AN. COMPUTER TECHNOLOGY (ICT) ALLOWANCE CLAIM FORM
ROYAL BOROUGH OF WINDSOR AND MAIDENHEAD

CLAIM BY COUNCILLOR: Duncan McBride.....

ICT ALLOWANCES FOR THE MONTH OF: TO MARCH 2013

DATE OF PURCHASE	FULL DESCRIPTION OF ICT ITEM PURCHASED	AMOUNT CLAIMED		RECEIPTS ATTACHED	
		£	p	YES	NO
14 JAN 2013	IPAD	US \$	499.99 + tax		
	CASE + KEYPAD	US \$	79.99 + tax		
	TOTAL \$627.83 CONVERTED		389		
	NOTE CORRESPONDENCE AND APPROVAL TO				
	AGGREGATE 12/13 + PART OF 13/14 ICT ALLOWANCE				
	2012/13 ALLOWANCE £ 250				
	2013/14 ALLOWANCE £ 139				
	£ 389				
	2013/14 BALANCE £ 111 AVAILABLE FOR 2013/14.				
	TOTAL		389		

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: 19/2/13

For Office Use Only

Democratic Services:	Authorised for Payment:	Date:	05/03/13
Payroll:	Input by:	Batch No:	
		Checked by:	
		Date:	

1 TO