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

ROYAL BOROUGH OF WINDSOR AND MAIDENHEAD

CLAIM BY COUNCILLOR: ..... Cllr Sharp .....

ICT ALLOWANCES FOR THE MONTH OF: .....

DATE OF PURCHASE	FULL DESCRIPTION OF ICT ITEM PURCHASED	AMOUNT CLAIMED £	AMOUNT CLAIMED p	RECEIPTS ATTACHED* YES	RECEIPTS ATTACHED* NO
17/12/2012	I PAD.	✓ 250	—	✓	
TOTAL		✓ 250	00		

Invoice date 17/12/12 | Supp ID 81837319 | Gross amt £250.00p
Inv No. | Due Date 10/2/13
Text (30 chars incl spaces): CLLR SHARP - ICT

Acc code	TC	TS	CostC	Cat	Cat	Cat	Net £
J26	E2		MJ30				250.00

Special instructions: RECEIPTS MUST BE SCANNED | CIS: YES / NO
Contact name: [redacted] | 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 e[redacted]e to perform approved duties as a Member of the Council and that I have actually made the payments shown

Signature of M[redacted] ..... Date. 10/JAN/2012

For Office Use Only					
Democratic Services:	Authorised for Payment: [redacted]		Date: 10/1/13		
Payroll:	Input by:		Batch No:	Checked by:	Date: