

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

ROYAL BOROUGH OF WINDSOR AND MAIDENHEAD

CLAIM BY COUNCILLOR DEREK SHARP FURZE PLATT

ICT ALLOWANCES FOR THE MONTH OF 2016-2017-2018.

DATE OF PURCHASE	FULL DESCRIPTION OF ICT ITEM PURCHASED	AMOUNT CLAIMED		RECEIPTS ATTACHED*	
		£	p	YES	NO
30/03/2017	HP PAVILION COMPUTER	500	00	✓	
	Bought computer over 2 yrs ALLOWANCE				
	AS AGREED WITH M.D.				
	TOTAL PRICE \$599.00				
	ORDER DATE 30/03/2017				
	ORDER NUMBER SCE04374699				
	DELIVERY DATE 31/03/2017				

Invoice date 30/3/17 | Supp ID 81837319 | Gross amt £ 500.00

Inv No. | Due Date ASAP

Text (30 chars incl spaces)  
CLL SHARP ICT ALL

Acc code	TC	TS	CostC	Cat	Cat	Cat	Net £
526 E2			MS30				500.00

Special instructions

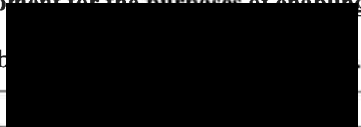
Contact name Andy Carswell | Ext No. 6319

Invoice TOTAL 500 00.

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 30 MARCH 2017.

For Office Use Only			
Democratic Services:	Authorised for Payment	Date: 3/4/17	
Payroll:	Input by:	Date:	Batch No:   Checked by:   Date: