

ROYAL BOROUGH OF WINDSOR AND MAIDENHEAD

CLAIM BY COUNCILLOR: Charles Hollingsworth

ICT ALLOWANCES FOR THE MONTH OF: January 2018

DATE OF PURCHASE	FULL DESCRIPTION OF ICT ITEM PURCHASED	AMOUNT CLAIMED		RECEIPTS ATTACHED*																	
		£	p	YES	NO																
18th January 2018	SAMSUNG GALAXY BOOK	250	00	✓																	
invoice date <u>23/1/18</u> supp ID <u>80836208</u> gross amt <u>£ 250</u> Inv No. Due date <u>ASAP</u> Text (30 chars incl spaces) <u>CLLR HOLLINGSWORTH ICT ALL</u> <table border="1"> <thead> <tr> <th>Acc code</th> <th>TC</th> <th>TS</th> <th>CostC</th> <th>Cat</th> <th>Cat</th> <th>Cat</th> <th>Net £</th> </tr> </thead> <tbody> <tr> <td><u>526</u></td> <td><u>62</u></td> <td></td> <td><u>M530</u></td> <td></td> <td></td> <td></td> <td><u>250.00</u></td> </tr> </tbody> </table> Special instructions Contact name <u>Andy Carswell</u> Ext No. <u>6319</u>						Acc code	TC	TS	CostC	Cat	Cat	Cat	Net £	<u>526</u>	<u>62</u>		<u>M530</u>				<u>250.00</u>
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<u>526</u>	<u>62</u>		<u>M530</u>				<u>250.00</u>														
		TOTAL		<u>250</u>	<u>00</u>																

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 enabling me to perform approved duties as a Member of the Council and that I have actually made the payments shown

Signature of Member [Redacted]

Date: 23rd January 2018

For Office Use Only					
Democratic Services:	Authorised for Payment:	<u>[Redacted]</u>	Date:	<u>30/1/18</u>	
Payroll:	Input by:	Date:	Batch No:	Checked by:	Date: