

# ROYAL BOROUGH OF WINDSOR AND MAIDENHEAD

CLAIM BY COUNCILLOR: Maureen Hunt

ICT ALLOWANCES FOR THE MONTH OF: Year 2017/2018

DATE OF PURCHASE	FULL DESCRIPTION OF ICT ITEM PURCHASED	AMOUNT CLAIMED		RECEIPTS ATTACHED*	
		£	p	YES	NO
1.11.17	Apple Ipad	339	00		yes
	Invoice date 14/11/17   Supp ID 800335   Gross amt £ 339.00   Due Date ASAP Text (30 chars incl spaces) CLER HUNT ICT ALL Combining allowance for 17/18 and 18/19 as agreed by the Managing Director on 15/11/17 Acc code 326 £2   TS   CostC M30   Cat   Net £ 339.00 Special instructions Contact name Andy Carswell   Ext No. 6319 Invoice   Supp   Gross				
	<b>TOTAL</b>	<b>339</b>	<b>00</b>		

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: ... Cllr Maureen Hunt. Date: ... 14.11.2017 .....

For Office Use Only	
Democratic Services:	Authorised for Payment: [Redacted] Date:
Payroll:	Input by: Date: 16/11/17 Batch No: Checked by: Date: