

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

ROYAL BOROUGH OF WINDSOR AND MAIDENHEAD

CLAIM BY COUNCILLOR: STRETTON  
 ICT ALLOWANCES FOR THE MONTH OF: SEPT 09 / MAR 2010

DATE OF PURCHASE	FULL DESCRIPTION OF ICT ITEM PURCHASED	AMOUNT CLAIMED	RECEIPTS ATTACHED																
24/09/09	INK CARTRIDGES 111-16 ✓		YES <input checked="" type="checkbox"/>																
08/02/10	INK CARTRIDGES 57-80 ✓		YES <input checked="" type="checkbox"/>																
09/03/10	INK CARTRIDGES 72-25 ✓		YES <input checked="" type="checkbox"/>																
<p>Invoice 24/9/09 Supp ID 800385 Gross amt £241.21                      date 8/2/10, 7/3/10                      Inv No. / Due Date 26/03                      Text (30 chars incl spaces) <u>CLLR STRETTON ICT</u></p> <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>J26E2</td> <td></td> <td></td> <td>MJ30</td> <td></td> <td></td> <td></td> <td>241.21</td> </tr> </tbody> </table> <p>Special Instructions <u>ALL SHEETS MUST BE SCANNED</u>                      Contact name / Ext No. 6319</p>				Acc code	TC	TS	CostC	Cat	Cat	Cat	Net £	J26E2			MJ30				241.21
Acc code	TC	TS	CostC	Cat	Cat	Cat	Net £												
J26E2			MJ30				241.21												
PLEASE COMPLETE ONE LINE FOR READING THE DECLARATION.		TOTAL	241-21																

\*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: [Signature] Date: 17/3/2010

For Office Use Only			
Authorised for Payment:	Date:	18/03/10	
Input by:	Date:	Batch No:	Checked by:
			Date:

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

ROYAL BOROUGH OF WINDSOR AND MAIDENHEAD 29 APR 2009

CLAIM BY COUNCILLOR:

STRETTON (800385)

ICT ALLOWANCES FOR THE MONTH OF:

FEB/MAR/APRIL/09

DATE OF PURCHASE	FULL DESCRIPTION OF ICT ITEM PURCHASED	AMOUNT CLAIMED		RECEIPTS ATTACHED	
		£	p	YES	NO
06 FEB 2009	SET OF INK CARTRIDGES (A4 PRINTER)	78	78	✓	
<div style="display: flex; justify-content: space-between;"> <div> <p>Invoice date 30/04/09</p> <p>Inv No.</p> <p>Text (30 chars incl spaces)</p> <p>Acc code J26</p> <p>TC EZ</p> <p>TS</p> <p>CostC MJ30</p> <p>Cat</p> <p>Cat</p> <p>Cat</p> <p>Net £ 78.78</p> <p>Special instructions ALL SHEETS MUST BE SCANNED</p> <p>Contact name JULIE HARFORD</p> </div> <div> <p>Supp ID 800385</p> <p>Gross amt £ 78.78</p> <p>Due date 8/05</p> <p>Ext No. 6319</p> </div> </div>					
		TOTAL		78	78

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: 30/04/09

For Office Use Only					
Demanded Services		Authorised for Payment:		Date: 05/05/09	
Input by:		Date: 1		Batch No:	
				Checked by:	
				Date:	