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

ROYAL BOROUGH OF WINDSOR AND MAIDENHEAD

CLAIM BY COUNCILLOR: ALISON KNIGHT.

ICT ALLOWANCES FOR THE MONTH OF: SEPTEMBER 2008.

DATE OF PURCHASE	FULL DESCRIPTION OF ICT ITEM PURCHASED	AMOUNT CLAIMED £	AMOUNT CLAIMED p	RECEIPTS ATTACHED* YES	RECEIPTS ATTACHED* NO
21.07.08.	LENOVO NOTEBOOK. R61i CD ✓	250	00.	✓	

Invoice date 21/07/08 | Supp ID 800315 | Gross amt £250.00
Inv No. — | Due Date 30/09
Text (30 chars incl spaces) CLLR KNIGHT ICT ALLOWANCE

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

Special Instructions
Contact name [redacted] | Ext No. 6319

PLEASE COMPLETE ONE LINE FOR EACH ITEM CLAIMED FOR AND SIGN BELOW AFTER READING THE DECLARATION.

TOTAL ✓ 250 00

***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: [redacted] Date 15th Sept 08.

For Office Use Only					
Democratic Services:	Authorised for Paymen[redacted]		Date: 16/09/08		
Payroll:	Input by:		Batch No:	Checked by:	Date: