

MEMBERS' MILEAGE CLAIM FORM

ROYAL BOROUGH OF WINDSOR AND MAIDENHEAD

CLAIMS MUST BE FORWARDED TO DEMOCRATIC SERVICES BY THE 1st OF EACH MONTH

CLAIM BY COUNCILLOR: GARY MUIR

COUNCILLOR (EMPLOYEE) NUMBER (as found on payslip).....

FOR ALLOWANCES FOR THE MONTH OF: APRIL

DATE	TIME	FROM	TO	REASON FOR TRAVEL		P
22/4	7.30	10.00	MAIDENHEAD	COUNCIL	✓	17 [£]
23/4	9.30	11.00	YORK HOUSE	AVIATION FORUM	✓	3
SUB TOTAL					✓	20
TOTALS CLAIMED						20

PLEASE COMPLETE ONE LINE FOR EACH MEETING, CONFERENCE ETC YOU HAVE ATTENDED AND SIGN BELOW AFTER READING THE DECLARATION OVERLEAF. Less any amount claimed/received from any other Authority/Body.

[N.B. Please ensure that you have attached (a) valid VAT receipt(s) - i.e. a till receipt pre dating the first journey claimed, and showing the petrol company's VAT registration number and identify the amount paid for fuel.]

VAT RECEIPT ATTACHED / NO*
 *Please delete as appropriate
 Date: 29.4.08

Signature of Member:.....

Authorised for Payment:	Date: <u>01/05/08</u>
Input by:	Date: _____
Batch No:	Checked by: _____
	Date: _____

ML. IBERS' MILEAGE CLAIM FORM

ROYAL BOROUGH OF WINDSOR AND MAIDENHEAD

CLAIMS MUST BE FORWARDED TO DEMOCRATIC SERVICES BY THE 1st OF EACH MONTH

CLAIM BY COUNCILLOR: Muir
 COUNCILLOR (EMPLOYEE) NUMBER (as found on payslip).....
 FOR ALLOWANCES FOR THE MONTH OF: SEPT

PERIOD COVERED BY CLAIM			REASON(S) FOR CLAIM		TRAVEL ALLOWANCE CLAIMED	
DATE	TIME FROM	TIME TO	PLACE WHERE DUTY WAS PERFORMED	DESCRIPTION OF APPROVED DUTY <small>(Please indicate officer attending meeting if not)</small>	PRIVATE CAR*	PUBLIC TRANSPORT <small>(Receipts must be attached)</small>
11/9/08	7pm		M Maiden T.H	Planning & Environment Overview & Security Pack		17 [£] P
15/9/08	6.30pm		— —	Overview & Security (Training)		17
23/9/08	7.30		— —	Annual Meeting		17
SUB TOTAL						51
TOTALS CLAIMED						51

PLEASE COMPLETE ONE LINE FOR EACH MEETING, CONFERENCE ETC YOU HAVE ATTENDED AND SIGN BELOW AFTER READING THE DECLARATION OVERLEAF.

Less any amount claimed/received from any other Authority/Body.

[N.B. Please ensure that you have attached (a) valid VAT receipt(s) - i.e. a till receipt pre dating the first journey claimed, and showing the petrol company's VAT registration number and identify the amount paid for fuel.]

VAT RECEIPT ATTACHED YES/NO*
 *Please delete as appropriate
 Date: 30/9/08

Signature of Member:.....

Authorized for Payment: _____		Date: <u>08/10/08</u>	
Input by: _____	Date: <u> </u>	Batch No: _____	Checked by: _____
		Date: _____	

MEMBERS' MILEAGE CLAIM FORM

RECEIVED

ROYAL BOROUGH OF WINDSOR AND MAIDENHEAD

CLAIMS MUST BE FORWARDED TO DEMOCRATIC SERVICES BY THE 1st OF EACH MONTH

23 DEC 2008

CLAIM BY COUNCILLOR: MUR

COUNCILLOR (EMPLOYEE) NUMBER (as found on payslip)

FOR ALLOWANCES FOR THE MONTH OF: OCT 08

PERIOD COVERED BY CLAIM			PLACE WHERE DUTY WAS PERFORMED	DESCRIPTION OF APPROVED DUTY <small>(Please indicate office arranging meeting if not Democratic Services)</small>	TRAVEL ALLOWANCE CLAIMED		
DATE	TIME FROM	TIME TO			PRIVATE CAR <small>(Miles)</small>	PUBLIC TRANSPORT <small>(Receipts must be attached)</small>	
7/10	9:30am		Wink Hayes	Aviation Forum ✓		3 [£]	P
7/10	6:30pm		M Maidenhead	Community Partnerships ✓		17	
2/10	7pm		M Maidenhead	Crime + Disorder Forum ✓		17	
SUB TOTAL ✓						37	
TOTALS CLAIMED ✓						37	

PLEASE COMPLETE ONE LINE FOR EACH MEETING, CONFERENCE ETC YOU HAVE ATTENDED AND SIGN BELOW AFTER READING THE DECLARATION OVERLEAF. Less any amount claimed/received from any other Authority/Body.

[N.B. Please ensure that you have attached (a) valid VAT receipt(s) - i.e. a till receipt pre-dating the first journey claimed, and showing the petrol company's VAT registration number and identify the amount paid for fuel.]

VAT RECEIPT ATTACHED YES / NO*
 *Please delete as appropriate

Signature of Member: Date: 22-12-08

Authorised for Payment: Input by: _____ Date: _____	Date: <u>23/12/08</u> Batch No: _____ Checked by: _____ Date: _____
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MEMBERS' MILEAGE CLAIM FORM

ROYAL BOROUGH OF WINDSOR AND MAIDENHEAD

CLAIMS MUST BE FORWARDED TO DEMOCRATIC SERVICES BY THE 1st OF EACH MONTH

RECEIVED

23 DEC 2008

CLAIM BY COUNCILLOR: G. Muir

COUNCILLOR (EMPLOYEE) NUMBER (as found on payslip).....

FOR ALLOWANCES FOR THE MONTH OF: Nov 08.

PERIOD COVERED BY CLAIM			PLACE WHERE DUTY WAS PERFORMED	DESCRIPTION OF APPROVED DUTY <small>(Please indicate official or private meeting if not appropriate.)</small>	TRAVEL ALLOWANCE CLAIMED	
DATE	TIME FROM	TIME TO			PRIVATE CAR	PUBLIC TRANSPORT <small>(Receipts must be attached)</small>
3/11/08	7pm		Town Hall	Planning + Env Overview Panel ✓		12 £ P
4/11/08	9.30am		Citizens Hall Windsor	Arts Forum ✓		3
5/11/08	6.30pm		Maidenhead	Members Meeting ✓		12
SUB TOTAL						37
TOTALS CLAIMED						37

PLEASE COMPLETE ONE LINE FOR EACH MEETING, CONFERENCE ETC YOU HAVE ATTENDED AND SIGN BELOW AFTER READING THE DECLARATION OVERLEAF.

Less any amount claimed/received from any other Authority/Body.

[N.B. Please ensure that you have attached (a) valid VAT receipt(s) - i.e. a till receipt pre dating the first journey claimed, and showing the petrol company's VAT registration number and identify the amount paid for fuel.]

VAT RECEIPT ATTACHED

YES/NO*
*Please delete as appropriate

Signature of Member:

Date: 22/12/08

Authorized for Payment:		Date: <u>03/12/08</u>		
Input by: _____	Date: _____	Batch No: _____	Checked by: _____	Date: _____

MEMBERS' MILEAGE CLAIM FORM

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ROYAL BOROUGH OF WINDSOR AND MAIDENHEAD

CLAIMS MUST BE FORWARDED TO DEMOCRATIC SERVICES BY THE 1st OF EACH MONTH

23 DEC 2008

CLAIM BY COUNCILLOR: G. Muir

COUNCILLOR (EMPLOYEE) NUMBER (as found on payslip)

FOR ALLOWANCES FOR THE MONTH OF: DEC 08

PERIOD COVERED BY CLAIM			REASON FOR CLAIM	DESCRIPTION OF APPROVED DUTY (Please indicate official meetings, official Democratic Services)	TRAVEL ALLOWANCE CLAIMED		
DATE	TIME FROM	TIME TO			PLACE WHERE DUTY WAS PERFORMED	PRIVATE CAR	PUBLIC TRANSPORT (Receipts must be attached)
14/12	7.30		Maidenhead	Canal Meeting ✓		3 £ P	
15/12	6.00		Maidenhead	Planning + Envir. Society ✓		17	
					SUB TOTAL		20
					TOTALS CLAIMED		20

PLEASE COMPLETE ONE LINE FOR EACH MEETING, CONFERENCE ETC YOU HAVE ATTENDED AND SIGN BELOW AFTER READING THE DECLARATION OVERLEAF.

Less any amount claimed/received from any other Authority/Body.

[N.B. Please ensure that you have attached (a) valid VAT receipt(s) - i.e. a till receipt pre dating the first journey claimed, and showing the petrol company's VAT registration number and identify the amount paid for fuel.]

VAT RECEIPT ATTACHED YES / NO*
 *Please delete as appropriate
 Date: 22-12-08

Signature of Member:

Authorised for Payment:	Date: <u>23/12/08</u>
Input by:	Batch No:
Date:	Checked by:
Date:	Date:

MEMBERS' MILEAGE CLAIM FORM

ROYAL BOROUGH OF WINDSOR AND MAIDENHEAD

CLAIMS MUST BE FORWARDED TO DEMOCRATIC SERVICES BY THE 1st OF EACH MONTH

CLAIM BY COUNCILLOR: Clk Muir

COUNCILLOR (EMPLOYEE) NUMBER (as found on payslip)

FOR ALLOWANCES FOR THE MONTH OF: JAN 09

PERIOD COVERED BY CLAIM			REASONS FOR CLAIM		TRAVEL ALLOWANCE CLAIMED	
DATE	TIME FROM	TIME TO	PLACE WHERE DUTY WAS PERFORMED	DESCRIPTION OF APPROVED DUTY (Please indicate officer status and essential job status if applicable)	PRIVATE CAR	PUBLIC TRANSPORT (Receipts must be attached)
6/1/09			Minehead	Sustainability		17 [£] p
8/1/09			Guildhall	License Panel		3
12/1/09			Minehead	Planning & Env. O&S		17
13/1/09			Minehead	License Panel		17
20/1/09			Minehead	Scrutiny Panel (Planning & env)		17
27/1/09			Guildhall	Adviser		3
					SUB TOTAL	
					✓	74
					TOTALS CLAIMED	
					✓	74

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Less any amount claimed/received from any other Authority/Body.

[N.B. Please ensure that you have attached (a) valid VAT receipt(s) - i.e. a till receipt pre dating the first journey claimed, and showing the petrol company's VAT registration number and identify the amount paid for fuel.]

VAT RECEIPT ATTACHED ✓

YES/NO*
*Please delete as appropriate
Date: 27.1.09

Signature of Member:

Authorised for Payment: _____ Input by: _____ Date: _____		Date: <u>09/02/09</u> Batch No: _____ Checked by: _____ Date: _____	
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