Rec'd 5/10

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

ROYAL BOROUGH OF WINDSOR AND MAIDENHEAD

CLAIM BY COUNCILLOR: Phillip Bicknell.....

ICT ALLOWANCES FOR THE MONTH OF: JUNE 2015.....

DATE OF PURCHASE	FULL DESCRIPTION OF ICT ITEM PURCHASED	AMOUNT CLAIMED £	AMOUNT CLAIMED p	RECEIPTS ATTACHED* YES	RECEIPTS ATTACHED* NO
4/6/2015	Surface Pro 3 – 256 GB / Intel I7 – Joint purchase with cllr Frost. ✓	250	00	✓	

Invoice date 4/6/15 | Supp ID 800040 | Gross amt £250.00
Inv No. ✓ | Due date 22/10
Text (30 chars incl spaces) CLLR BICKNELL – ICT

Acc code	TC	TS	CostC	Cat	Cat	Cat	Net £
J26	E2		MJ30				250.00

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

TOTAL	250 ✓	00

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: Emailed to TS. Harford/arcad as signed Date: Rec'd 5/10.

For Office Use Only					
Democratic Services:	Authorised for Payment [redacted]		Date: 08/10/15		
Payroll:	Input by:		Batch No:	Checked by:	Date: