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

ROYAL BOROUGH OF WINDSOR AND MAIDENHEAD

CLAIM BY COUNCILLOR: CLLR DUDLEY

ICT ALLOWANCES FOR THE MONTH OF: MAY 2015 FOR YR 2015/16 & 2016/17

DATE OF PURCHASE	FULL DESCRIPTION OF ICT ITEM PURCHASED	AMOUNT CLAIMED £	AMOUNT CLAIMED p	RECEIPTS ATTACHED* YES	RECEIPTS ATTACHED* NO
24th May 2015	Apple 13 inch MacBook Air 1.6 GHz - Turbo Boost 2.7GHz 256 GB ✓	500	00	✓	
	storage : Purchased from US 1,273.94 inc Sales tax				

Invoice date 28/5/15 | Supp ID 800055 | Gross amt £500.00

Inv No. | Due Date 10/6

Text (30 chars incl spaces): CLLR DUDLEY - ICT

Acc code	TC	TS	CostC	Cat	Cat	Cat	Net £
J26	EZ		MJ30				500.00

Special instructions: RECEIPT MUST BE SCANNED

Contact name: [redacted] | Ext No. 6319.

Combined allowances a/cc 2015/16 & 2016/17

Stayed by M.D. 1/6/15.

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

TOTAL ✓ 500 | 00

***FAILURE TO PROVIDE RECEIPTS MAY RESULT IN NON-PAYMENT OF THE CLA[redacted]**

I declare that I have actually and necessarily incurred expenditure on ICT equipment for t[redacted]e to perform approved duties as a Member of the Council a that I have actually made the payments shown

Signature of Member:[redacted] Date 24th May 2015

For Office Use Only					
Democratic Services:	Authorised for Payment: [redacted]	Date: 04/06/15			
Payroll:	Input by:	Batch No:	Checked by:	Date:	