

Receipts rec'd 2/11/15

MEMBERS' INFORMATION AND COMPUTER TECHNOLOGY (I.C.T) ALLOWANCE CLAIM FORM

ROYAL BOROUGH OF WINDSOR AND MAIDENHEAD

CLAIM BY COUNCILLOR:Lisa Targowska.....

ICT ALLOWANCES FOR THE MONTH OF: SEPT 2015

DATE OF PURCHASE	FULL DESCRIPTION OF ICT ITEM PURCHASED	AMOUNT CLAIMED		RECEIPTS ATTACHED*			
		£	p	YES	NO		
30/09/15	Samsung Galaxy Tab S Tablet and Wireless Keyboard	382	99	✓	Yes		
<p>date <u>30/9/15</u> ID <u>80119618</u> amt <u>£382.99</u> Due Date <u>13/11</u></p> <p>Inv No. <u> </u> Text (30 chars incl spaces) <u> </u></p> <p><u>CLAR. L. TARGOWSKA - ICT</u></p>							
	Acc code	TC	TS	CostC	Cat	Cat	Net £
	<u>J26 EZ</u>			<u>MJ30</u>			<u>382.99</u>
Special instructions							
Contact name							
Invoice							
							Ext No. <u>6319</u>
							Gross <u> </u>
		TOTAL		382	99	✓	

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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:....Lisa Targowska..... Date...22/10/15.....

For Office Use Only

Democratic Services:	Authorised for Payment:	Date: <u>2/11/15</u>
Payroll:	Input by:	Batch No:
		Checked by:
		Date: