



Form for reimbursement of travel expenses

Name:

First Name:

University:

Private address:

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E-mail:

Banking information:

Name of the bank:

Address of the bank:

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SWIFT-CODE:

BIC-CODE:

IBAN:

Remarks:

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Total amount/currency:

Place and date:

Signature:

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Enclosure: copy or original of all bills and receipts!