

## Travel Expenses /Travel Grant

|   |  |
|---|--|
| Name:   |  |
| Date of Birth:  |  |
| Homeaddress, Tel.Nr., e-mail:   |  |
| Tax-No. (if available)  |  |
| University/ Institute:  |  |
| Bank Connection: Bankholder, Account Number,<br>IBAN, BIC, Routing-Number |  |
| Date:   |  |
| Event:  |  |
| Place:  |  |

Expenses Flight: .....

Expenses Train: .....

Expenses Bus/Tram/Other: .....

SUM: .....

Date:

Signature:

**Enclosure: All receipts in ORIGINAL, we need also boarding passes!**  
If there are payments with credit card, we need also the credit card account!

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| Kostenstelle/Innenauftrag:<br>Leiter/in der OE/Projektleiter/in:<br>Unterschrift: |
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