

Bill for travel expenses

Artist

Name

Address

Tax number

Ordering party

Contact person

Name of the ordering party

Address

Travel purpose

Outward date from/to starting timeh

Return am from/to arrival timeh

Flightcosts

Flight/Fairly/Train/Bus/Taxi/. (Original bill is attached)

Own vehicle: km total at EUR/km total _____ EUR

Costs for overnight stays

 (Original bill is attached)

Overnight all inclusive Nights at EUR/Night total _____ EUR

Costs for board

 (Original bill is attached)

Aufwendungen pauschal Anzahl at EUR/Tag total _____ EUR

Additional charges

 (Original bill is attached)

Description Hours zu EUR/hour total _____ EUR

Discription Days zu EUR/day total _____ EUR

Total amount _____ **EUR**

All mentioned bills are attached.

.....
Place, date

.....
The artist/atelier

Please refund till:

To following account:

Account number | IBAN:

Bank name:

Account owner:

Bank code | BIC: