

KORESE Convention & Event Service GmbH
Kornhausgasse 4
88212 Ravensburg
GERMANY



TRAVEL EXPENSES – REIMBURSEMENT

Please find following a list of my travel expenses, for the convention listed below.
I am aware that the costs can only be refunded, if a fully signed employer's consent, authorising my attendance at the meeting is on file.

Last name, first name: _____

Clinic address: _____

Bank Account:

- private Account
- corporate Account

Bank Name: _____
Street: _____
ZIP / City: _____
BIC/Swift: _____
Account No./ IBAN: _____
Account Holder: _____
Street: _____
ZIP / City: _____

Title of the Event: _____

Date and Venue: _____

VOUCHER-ID: _____

Registrations Costs (in €)*:	Registration	_____
	Flight / Train:	_____
	Taxi / rental car:	_____
	Car (0,30 €/ km):	_____
	Other:	_____
	Total	_____

*The bill recipient of aboe listed services is obliged to keep the invoice for tax purposes for 2 years

Place, Date

Signature of Participant