

JGOFS

Return to : JGOFS IPO
Centre for Studies of Environment and Resources
University of Bergen
N 5020 Bergen
NORWAY

Tlf: +47 55 58 42 46
Fax:+ 47 55 58 96 87

Travel and subsistence claim form (PLEASE TYPE OR PRINT IN BLOCK LETTERS)

NAME: _____ **DATE OF BIRTH** _____
(Navn) (Fødselsnummer)

PRIVATE ADDRESS: _____
(Privat Adresse)

TITLE, PLACE OF MEETING, _____
(Reisens formål/sted, datoene)

_____ **DATES ATTENDING** _____

Traveled: FROM: _____ **TO:** _____

EXPENSES: Please itemize expenses on separate sheet. The office will calculate the exchange when necessary. (Specifiser utgiftene på eget ark)

EXPENSES (Utgifter)	CURRENCY		EXCHANGE RATE	AMOUNT Norwegian Kroner
	CODE	AMOUNT		
Air (Flybillett)				
Local transport Taxi/bus/train)				
Hotel				
Per Diem (to be decided by JGOFS) (Kostgodtgjørelse)				
Miscellaneous Expenses (Andre utgifter)				
Total Expenses (Totale kostnader)				
Less Other Prepayments (Trek for tidligere godtgjørelse)				
Total Amount to be Reimbursed (Netto beløp)				

I certify that the above charges incurred by me are correct and proper and that they do not include wages. (Jeg bekrefter herved at ovenfornevnte informasjon er korrekt. Ingen lønn er inkludert).

Date _____

Signature _____