



**CLAIM FOR REIMBURSEMENT OF EXPENSES
FOR DISSEMINATION ACTIVITIES**

The undersigned _____

place of birth _____ date of _____

resident in _____ prov _____

address _____ n. _____

fiscal code _____

in relation to the dissemination activities described below _____

held in _____ on date _____

hereby requests

the reimbursement of the following expenses (please find receipts attached):

travel expenses for a total amount of € _____

relative to trips by [*specify vehicle*] _____ [if travelling using own vehicle please specify the type of vehicle, brand, model and fuel, as well as the Kilometres. The eligible expense merely refers to the cost of fuel resulting from the receipts supplied and re-measured according to the kilometres based on ACI tables]:

on _____ from _____ to _____ and return journey Km _____ € _____

on _____ from _____ to _____ and return journey Km _____ € _____

meals for a total amount of € _____

meal on _____ € _____ c/o _____

meal on _____ € _____ c/o _____

lodging expenses for a total amount of € _____

n. nights _____ from _____ to _____ c/o hotel _____ + tourist tax € _____

The undersigned declares to have spent the night/nights at the hotel of _____ class.

For a total amount of € _____

The undersigned certifies that, with regard to the following expense (please specify the type of expense, ex. registration, hotel) _____ has not submitted the complete original receipt/receipts needed for the settlement due to online purchase. For this purpose the claimant declares under his/her responsibility, that has effectively paid for the expenses declared. Undertakes not to claim for the reimbursement

