

**RISIS - REIMBURSEMENT FORM**

**REIMBURSEMENT OF TRAVEL COSTS USED FOR RESEARCH VISITS TO ACCESS RISIS DATASETS**

***VISIT INFORMATION***

Name:

Street:

ZIP/City/Country:

Institution and Place of visit:

Arrival date: Departure date:

***EXPENSES*** *(hotel costs will be covered up to 5 nights not exceeding rates of 120 EUR / night; travel expenses may not exceed 400 EUR; maximum costs covered: 1000 EUR)*

Travel (Flight, Train, Public Transport) EUR

Accommodation EUR

**Total EUR**

***Important:***

* ***Please send this form scanned - together with the original supporting documents - by e-mail to the dataset owner and bastien.pincanon@u-pem.fr in cc***
* ***Reimbursement can only be done when the RISIS [reporting template](http://risis.eu/wp-content/uploads/2016/11/RISIS-reportingV3.doc) has been also filled and submitted to the dataset owner and bastien.pincanon@u-pem.fr in cc***

***INFORMATION FOR THE BANK TRANSFER***

Account Holder:

Name of Bank:

Bank address:

IBAN:

SWIFT/BIC-Code:

Date

Signature