

The Association of Thai Professionals in European Region สมาคมนักวิชาชีพไทยในภูมิภาคยุโรป

Travel Expense Form

Please complete the information and submit the form together with all original tickets and receipts to Ms. Tanapaksorn Vipavin at the address below.

Date

Your signature

Travel objective		
Arrival date		
Departure date		
Lodging paid directly by ATPER	☐ Yes ☐ No	
Meals paid directly by ATPER	☐ Yes ☐ No	
Travel by plane: Total plane ticket cost		
Departure from:	Arrival to:	
Travel by car: Total driving cost (km x €0.45)		
Departure from:	Arrival to:	
Travel by train: Total train ticket cost		
Departure from:	Arrival to:	
Travel by taxi: Taxi cost (maximum total reimbursement €50; the original receipts must be enclosed even though they are higher than €50)		
Departure from:	Arrival to:	
Total claim from ATPER		

Comments: (provide the names if travel by taxi in group and more than €50, and only the person who paid and provided with original tickets/receipts shall get the total reimbursement)

Personal information

To comply with GDPR (EU), ATPER does not store your personal information.

Name	
Address	
E-mail	
Bank name	
Bank account number	
IBAN	
BIC-address	

Contact: ATPER Treasurer
Name: Tanapaksorn Vipavin
Address: Lutherinkatu 2 B 13,
00100 Helsinki
E-mail: contact@atper.eu

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