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| **EXPENSE REPORT** |
| *You MUST attach receipts for all expenses other than kilometers traveled* |
| **Applicant** | **Period:** |
| Name and Surname: |  |
| Address: |
| Position: |
| Vehicle (tax power / registration / cost kms):  | 0.60 € |
| **Fee date** | **Description of costs incurred** | **Meals** | **Other fees**  | **TRANSPORT** | **TOTALLINE** |
| **Nb km traveled** | **Cost km** | **Amount Km** |
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|  | **TOTAL COLUMNS:**  | **0.00 €** | **0.00 €** | **0.00** |  | **0.00 €** | **0.00 €** |
| **Signature of applicant:** | **Signature of the person in charge:** | **Accounting audit:** |
| Last name: First name:  | Last name: First name:  | Last name: First name: |
| Date:  | Date:  | Date: |
| **Company details to be completed** |