



## Specification of travelling expenses

To be sent to the NFOG treasurer:  
 Dr Thea Lousen  
 Department of Obstetrics & Gynecology  
 Roskilde Sygehus/Sygehus Nord  
 Region Sjælland, Sygehus Øst, Køgevej 7 - 13  
 DK- 4000 Roskilde  
 Denmark

Name:	
Address:	
E-mail:	

hereby request reimbursement for expenses in connection with (purpose):

**To be paid to:**

Bank:	
S.W.I.F.T/BIC:	
IBAN account:	
Through Bank:	
S.W.I.F.T/BIC:	

Expense type	Sum	Currency	Treasurers/Ildals notes

Total in following currencies:

Currency	SEK	DKK	NEK	ISK	€
<b>Sum:</b>					
<b>Trs/Ild notes</b>					

Date:

Date:

\_\_\_\_\_  
 Signature NFOG member

\_\_\_\_\_  
 Authorized for payment by NFOG treasurer

Reimbursement for use of private car is DKK 3,80/km. All other expenses should be accompanied by relevant verifications (e-tickets, tickets, receipts etc). Expenses should be kept as low as possible. Purchase of e-tickets via internet is recommended, and the use of travelling agencies should be avoided.