

How to expense sheet:

1. Fill in all the personal data.
 - Name
 - Surname
 - Street
 - House Number
 - Postcode
 - City
 - Your scout alias
 - Your function (troop leader or IST)
 - Name of your bank
 - And IBAN or post account number
2. Fill in the Form. Use for each Purchase a separate Line.
3. Calculate the total amount and enter it next to total.
4. Paste the Receipts on second Page and indicate them with the right Number. We recommend to scan or to take a picture of the receipts.
5. Check the Box to indicate the form is complete and all the data is correct.
6. Save the file and send it to spesen@jamboree.ch before you leave for the Jamboree. Forms submitted after the Jamboree cannot be taken into account.

The Expenses will be payed shortly after the Jamboree.

Travel expenses for IST and troop leaders JAMB 19

1

Muster	Hans
Bernstrasse	15
3818	Grindelwald
Filou	IST
Berner Kantonalbank	CH42xxxxxxxxxx

2

Date	Description	Receipt Nr.	Amount in CHF
12.08.1999	Grindelwald/Bern Retour ½ Tax	01	32.40
09.10.1999	Grindelwald/Bern Retour ½ Tax	02	32.40
TOTAL			64.8

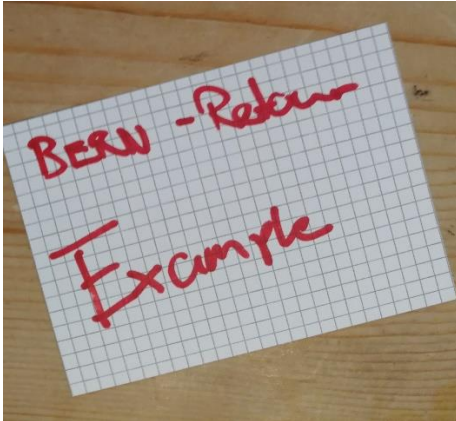
5 The applicant confirms this expense sheet is complete.

3

Signature FIN

Space for Receipts: **4**

01



02

