|  |
| --- |
| Request for payment |
| *Reimbursement of project costs incurred by a private individual*  *Not taxable* |
| *Fill this form, sign it by hand, send a scan/photo to* [*biuro@nausika.eu*](mailto:biuro@nausika.eu)*,*  *in the attachment add documents (invoice/ticket/recipe) which prove the expense*  *The reimbursement will be transferred to the bank account written below* |

|  |  |
| --- | --- |
| Date of issue |  |
| Project title/number |  |
| Issued to | Fundacja Edukacyjna Nausika  Poland, Kraków 30-334, ul. Komandosów 15/90  NIP (tax number): 6762548142 |

|  |  |
| --- | --- |
| Issued by  *(name, full address)* |  |
| Bank account (IBAN) |  |
| Bank code (SWIFT/BIC) |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| l.p. | Description | Quantity | Unit price  in EUR | Line total  in EUR |
| 1 | … |  |  |  |
| 2 |  |  |  |  |
| 3 |  |  |  |  |
|  | *Add more rows if needed* |  | TOTAL: |  |

|  |
| --- |
| COMMENTS (optional) |
|  |

|  |  |
| --- | --- |
| Signatures | |
| Person who issued the Request: | Person who accepted on behalf on Nausika: |
|  |  |