

REIMBURSEMENT APPROVAL FORM



All fields are mandatory

Personal Information

Last name

First name

Cost information

Course code and course name

ARTS-E0401 - Advanced Sculpture Project

Project number and cost center (check from teacher in charge)

923512

A80509

Teacher in charge

Antti-Ville Reinikainen

Description and purpose of purchase

Kurssityön materiaalikulut

Total sum

Maksimi euromäärä 100€ (limitti)

Approval

Signature of teacher in charge

A handwritten signature in black ink, appearing to read 'Antti-Ville Reinikainen', written over a light grey rectangular background.

Date

1.11.2021

PLEASE NOTE

- 1) Attach this form, or email containing the same information to your NEO claim
- 2) All the receipts need to show the VAT percentage.
- 3) If your purchase is divided between other people, please indicate the names.