



## Reimbursement of costs

**Last name, first name:** .....

**Address:** .....

.....

**Bank:** .....

**IBAN:** .....

**SWIFT-Code (BIC):** .....

### The following costs should be reimbursed:

**Course date / Course name:** .....

.....

**Amount:** ..... €

**Please enclose your original receipts.**

**Date and  
Signature of applicant:** .....

**Confirmation of the clinic:** .....

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Following the German law (German Federal travel expense law (BRKG) and Saxon travel expense law (SächsRKG, § 3)), the travel expenses will be reimbursed by the competent authority (in this case: Carl Gustav Carus Management GmbH) on presentation of the relevant original receipts in written or electronic form within six months at the end of the business trip.