



UNIVERSITY OF BORÅS

Travel expenses For non-residents (SINK)

Last name and first name		Swedish Personal Identity Number	
Home address			
Country		Phone number/E-mail	
Department		Contact at the Department	

Bank	Swift/BIC	Sort/BSB/SS code
Account nr	IBAN-number	ABA/FW/Routing

Date	Purpose
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Expenses SEK

Description	Amount excluding VAT	VAT
Description	Amount excluding VAT	VAT

Expenses Foreign Currency

Description	Amount	Currency code	Exchange rate	Amount SEK
Description	Amount	Currency Code	Exchange rate	Amount SEK

Car Allowance

Way of travel		My car is an Environmentally car (Yes/No)
Number of km	Total amount (filled by HR-Lön)	

Travel expenses paid by the University (attach invoice copies)

Description	Total amount excluding VAT	VAT
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Stay in Sweden (basis for tax deductions, only for monthly employees)

From	Until	Amount basis for tax deduction (filled by HR-Lön)	Tax deduction (filled by HR-Lön)
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Employees signature	Head of Department signature
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Kontering (fylls i av sektionen/motsv.)

Orgenhet	Akt/proj
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