Expenses form 2021 Digital Archiving Committee


|  |  |
| --- | --- |
| Section / Committee :  | Digital Archiving Committee |
| Name :  |  |
| IBAN :  |  |
| Account Holder Name :  |  |
| Date : |  |
|  |  |  |  |  |  |  *Prefilled by treasurer*  |
| Category :(“*grootboekrekening*”)  |   |  | (*“Kostenplaats”*) Digital Archiving Committee |
|  | *Please select in one of the following:*TravelVVSOR eventEvent sponsoringLunch / diner / meeting venueVolunteer giftOther |  |  |

|  |
| --- |
| **Expenses** (travel expenses by public transport based on second-class tickets) |
| Date | Description |  Costs  |
|  |   | € 0 |
|   |   | € 0 |
|   |   | € 0 |
|   |   | € 0 |
|   |   | € 0  |
|   |   | € 0 |
|   |   | € 0 |
|   |   | € 0 |
|  |  |  |
|   **Total expenses:** (please click in the middle of this cell and press F9 to update the sum) | **€ 0,00** |

|  |
| --- |
| *Please complete your request as follows:** *Export this form to a pdf file.*
* *Collect invoices and tickets for each of the expenses digitally in png/jpeg/pdf format (photo by phone camera or a scan).*
* *Check that total files do not exceed 15MB (please compress large photos).*
* *Send the pdf file of this form and all supporting invoices and tickets in one e-mail to* *vanreeacc.912300@mailtovanree.nl* *with subject ‘Expenses + name of your section/committee’.*

*For questions, please e-mail penningmeester@vvsor.nl.* |