

Annex 2 to  
 Order No 3/2024  
 by the Director of the National Science Centre  
 laying down the terms and conditions of  
 reimbursing travel expenses to foreign members of  
 Expert Teams  
 dated 12 January 2024

**SETTLEMENT OF TRAVEL EXPENSES<sup>i</sup>**

For (name) **Jan Kowalski**

To (place) **Kraków**

Reason **Panel meeting – HS1**

Bank account number:

IBAN: **IT43705521042333145323**

SWIFT: **PBNIITXX**

CURRENCY: **EUR**

TRAVEL EXPENSES RECEIPT					
DEPARTURE		ARRIVAL		Means of transport	Travel expenses
City	Date	City <sup>ii</sup>	Date		
<b>Bergamo</b>	<b>16.01.2024</b>	<b>Milan</b>	<b>16.01.2024</b>	<b>car</b>	<b>70 pln</b>
<b>Milan</b>	<b>16.01.2024</b>	<b>Kraków</b>	<b>16.01.2024</b>	<b>flight</b>	<b>300 eur</b>
<b>Kraków</b>	<b>19.01.2024</b>	<b>Milan</b>	<b>19.01.2024</b>	<b>flight</b>	<b>250 eur</b>
<b>Milan</b>	<b>19.01.2024</b>	<b>Bergamo</b>	<b>19.01.2024</b>	<b>car</b>	<b>70 pln</b>
<b>TOTAL AMOUNT <sup>ii</sup></b>					<b>550 eur</b>
					<b>140 pln</b>

I hereby submit this receipt

Date **30.01.2024**

.....**2019-123508**.....  
 (Expert's electronic signature/ID)

<sup>i</sup> Non-refundable expenses:

No	List of basic non-refundable expenses
1	Meal expense
2	Private expenditure not related to tasks performed to the NCN
3	Registered luggage cost
4	Insurance cost
5	Motorway toll, parking fees, petrol, etc., if traveling by car
6	Local travel expenses (in particular public transport, taxis)

<sup>ii</sup> The total travel expenses must not exceed the equivalent of:

- **700 EUR** if traveling from/to Europe
- **2,000 USD** if traveling from/to other countries