

## Assignment fees

Name	Personal identity number
Address (street, post code, town)	Telephone number
BIC/SWIFT/Fedwire etc.-code (8-11 signs, the first six are always letters)	
IBAN-nummer	

Scope of the assignment				
School/department				
Date from	Date until	No of occasions	Amount per occasion	Assignment details
University board (3218)	External reviewer (3217)		Student representation (3220)	
External experts (3214, 3221rm)			Other boards/committees (3219)	

Taxable travel expenses, account code 40214		
Date from	Date until	SEK
Notes		

Account coding (100% of the expenses shall be accounted for)				
Account	Code, org. unit	Code, activity	Code, activity branch	Account coding

Signatures	
Date	Fee recipient
Date	Person responsible for the account coding
Date	Authoriser
Date	Person responsible for payment, head/manager