

Receipt sheet

Tape your receipts to this page, and make a summary of your expenses and convert into the currency you want the payment (SEK, NOK, €, \$..)

| | | | |
|-----------------|--------------|---------|---|
| Example: | Train | | 140 NOK |
| | Taxi | 230 SEK | 193 NOK |
| | Air | | 1500 NOK |
| | Train | | 140 NOK |
| | TOTAL | | 1973 NOK (put this sum on the claims form) |