PhD student:       Date of reading:

Time of reading:

1. STATEMENT BY THE COMMITTEE MEMBER

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Surname and first name: | | | | | | | | | | | | | | | | | | | | | | | | ID card no. | | | | |
| University/Organisation | | | | | | | | | Address (Street, house no.) | | | | | | | | | | | | | | | | | | | |
| Postcode. | | | | Town | | | | | | | | | | | | Province | | | | | | Telephone no.: | | | | | | |
| E-mail address: | | | | | | |
| IBAN | | | | | Bank | | | | | Office | | | | C.D. | | | Account no. | | | | | | | | | | | |
|  |  |  |  | |  |  |  |  | |  |  |  |  |  |  | |  |  |  |  |  | |  | |  |  |  |  |
| Name of Bank (1) | | | | | | Postal address of Bank (only foreign Banks) | | | | | | | | | | | SWIFT (only foreign Banks) | | | | | | **Country where taxes** (only foreign Banks) | | | | | |

1. TRAVEL

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Means of transportation used | | | | | | |
| Train, bus, plane (underline as appropriate)  Tickets bought at an authorised agency  Supporting documents for other travel expenses attached.  Private vehicle registration number: | ITINERARY | | | | | |
|  | León |  | | Total Kms.: |  |
| OUTBOUND DEPARTURE | | | | | |
| Date: | | | Time: | | |
| RETURN TRIP ARRIVAL | | | | | |
| Date: | | | Time: | | |
| León, date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ [YYYY-MM-DD]  (Committee Member’s signature) | | | | | | |

1. SECRETARY'S STATEMENT

|  |  |
| --- | --- |
| Mr/Ms , Secretary of the Committee CERTIFIES that the committee member has carried out the mission entrusted to him/her in the terms described above and that the particulars stated are true. | |
| Approved by: THE PRESIDENT  (signature) | León, date:            [YYYY-MM-DD]  (signature) |
| Signed by: | Signed by : Committee Secretary |

1. 4. COMPENSATION ACCOUNT (*To be filled in by the University*)

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| *Board and accommodation* (a) | | | | Transport(b) | | | | |
| Board | No. of days | Amount/day  37,40 € | Total | Private vehicle:  \_\_\_\_\_\_\_Km. x 0,23 € = | | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | |
| TOTAL BOARD: | | |  | Tickets from: \_\_\_\_\_\_\_\_\_\_\_ | Total: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | | |
| Accommodation booked with an authorised agency | | | | Tickets from: \_\_\_\_\_\_\_\_\_\_\_ | Total: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | | |
| Accommodation | No. of days | Amount | Total | Metro, toll, taxi, parking:  (Underline as appropriate) | | | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | |
| TOTAL BOARD AND ACCOMODATION (a) | | |  | TOTAL TRANSPORT (b) | | | |  |
| TOTAL INTEGRAL (a+b) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  TOTAL WITHHOLDING (\_\_\_ %) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  TOTAL TO BE PERCEIVED: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | | | Approved: DIRECTOR OF THE DOCTORATE SCHOOL  Signed by: Miguel Ángel Ferrero García | | | | |