



UTLENDINGSNEMNDA

UNE

## Application to cover travel expenses

You must complete this form if you have the right to have travel expenses covered in connection with a preparatory meeting. We cover expenses for bus, train and metro, but usually not taxi. If you need to use a taxi, it must be arranged with UNE's Board Hearing Administrations Office in advance. Please contact the office at: [mail\\_inka@une.no](mailto:mail_inka@une.no).

- Complete the form, print it and sign it by hand.
- Receipts must be provided with the form.
- Send the signed form with receipts to: [mti@une.no](mailto:mti@une.no)
- You may also send the form with receipts by post: Utlendingsnemnda, Postboks 2108 Vika, 0125 Oslo

### Your personal details

If you complete the form by hand please use capital letters

First name

Last name

Name of reception centre if they covered your expenses

Date for the preparatory meeting

Address

Postal number

Postal district

Bank account number

**List of expenses**

Please list all your expenses below. Fill in the type of expense together with the amount.

Remember to attach the receipts.

**Type of expense (buss, tram, train etc.):      Amount:**

**Total sum**

**Place and date**

**Signature**