

PROJECT: SIPPO

REIMBURSEMENT REQUEST

Name: Nguyen Doan Trang Date: _____
Organisation & position: Consultant
Purpose: Training TPCI in Hue

Tỷ giá CHF
Tỷ giá EUR

No.	Date	Particulars	Amount
1		Traveling/ Đi lại	
		Flight tickets (to be arranged by SIPPO)	0
	2-Jun-24	Car rent from Da Nang to Lang Co- Hue (to be arranged by SIPPO)	0
	3-Jun-24	Car rent from Lang Co- Hue to Da Nang (to be arranged by SIPPO)	
	2-Jun-24	Airport Hanoi - Noi Bai for Phan The Cong	310,000
	3-Jun-24	Airport Hanoi - Noi Bai for Phan The Cong	310,000
2		Per diem/ Ăn uống, tiêu vặt	
	2 Jun to 3 Jun 24	10.00 Jun 2 to 22.30 Jun 3 ~1.6 days	823,200
3		Hotel/ khách sạn	
	2-Jun-24	Khách sạn 01 đêm ở Huế	612,500
4		Others/ chi phí khác	
		TOTAL	2,055,700
		ADVANCE	0
		BALANCE	2,055,700

Paid by
(Signature)

Received by
(Signature)

Do Phuong Linh

Nguyen Doan Trang

Note : Traveller to submit all VAT invoice/ bill , boarding pass to Helvetas Vietnam