



European Funds
for Social Development



Republic
of Poland

Co-funded by the
European Union



Financial Settlement form the mobility

I. BASIC INFORMATION

1.	Name and surname:	
2.	Project title:	PROM – Short-Term Academic Exchange
3.	Number of the agreement:	FERS.01.05-IP.08-0218/23
4.	Place of residence (city):	
5.	Date of departure:	
6.	Date of return:	
7.	City of the host institution:	
8.	Purpose of the visit:	

II. SCHOLARSHIP

NO.	Category of eligible individuals	Number of days ¹	Amount [PLN]
1.			

III. COST OF SUBSISTENCE AND ACCOMMODATION

NO.	Group of Countries	Number of days ¹	Amount [PLN]
1.			

IV. COST OF TRAVEL

NO.	Group of Countries	Amount [PLN]
1.		

¹ The number of days of stay includes days spent on travelling (max. 2 days)

**V. COSTS OF CONFERENCE FEES, COST OF TRAINING, COURSE AND WORKSHOPS**

NO.	Name of commodity/service	Nuber and type of accounting record	Amount [PLN]	Payment method
1.				
Total paid by the participant				PLN
Total to be paid by bank transfer				PLN

VI. SETTLEMENT

1.	Advance payment paid to the project participant		PLN
2.	Costs due, including: [a + b + c + d]		PLN
	a.	Scholarship	
	b.	Cost of subsistence and accommodation	PLN
	c.	Cost of travel	PLN
	d.	Cost of the conference fees, cost of training, courses and workshops paid by the participant	PLN
3.	Amout to be reimbursed/paid [1 - 2]		PLN

Outstanding cost of the conference fees, cost of training, courses and workshops paid by the participant	PLN
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Please return/I undertake to return* the amount resulting from the settlement of my visit	PLN
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* delete as applicable

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Date and signature of the participant.....
*Date and signature of the person
approving the settlement*