

Travel Expense Reimbursement Claim
Domestic 2020

Name and Address:

Tomáš Sak, Ed. Beneše 31, Plzeň

Start of Journey:

08/07/2020

at

09:30

hh:mm

End:

08/07/2020

at

19:00

hh:mm

Project-nr./Occasion/Destination:

cz.10 / job interview

Vehicle:

☐ Company Car

☒

Private Car

☐ Train

☐ Airplane

4AL4565

☐ Food expenses where provided by MicroNova.

I. Cost of Transport

Train ticket(s), receipt enclosed

Flight ticket, receipt enclosed

Cost of company car usage (petrol/oil etc.), receipts enclosed

Distance of private car usage

km: 324

=

2,082.02 Kč

2,082.02 Kč

II. Expenses for accomodation and food payed by employer

total

on day of
arrival

on day of
departure

=

0.00 Kč

Accommodation costs per day

0

=

0.00 Kč

Breakfast per day

0

=

0.00 Kč

Lunch per day

0

=

0.00 Kč

Dinner per day

0.00 Kč

0.00 Kč

III. Meal Allowance

Whole days (24 h)

0

allowance

0.00 Kč

0.00 Kč

Day of arrival

1

allowance

87.00 Kč

87.00 Kč

Day of departure

0

allowance

0.00 Kč

0.00 Kč

87.00 Kč

IV. Curtailment

Breakfast

Arrival
0.00 Kč

24h
0.00 Kč

Departure
0.00 Kč

Lunch

0.00 Kč

0.00 Kč

0.00 Kč

Dinner

0.00 Kč

0.00 Kč

0.00 Kč

Custom

0.00 Kč

0.00 Kč

0.00 Kč

0.00 Kč

v. additional travel expenses

0.00 Kč

31/07/2020

Date

Gale

Signature (Applicant)

Approved:

Signature (Approver)

Total Amount:

./. Prepayment

Final
Payment/
Overpayme

Gross Amount	VAT	Net Amount
0.00 Kč		0.00 Kč
0.00 Kč		0.00 Kč
0.00 Kč		0.00 Kč
2,082.02 Kč		2,082.02 Kč
0.00 Kč	0.00 Kč	0.00 Kč
87.00 Kč		87.00 Kč
0.00 Kč		0.00 Kč
0.00 Kč	0.00 Kč	0.00 Kč
2,169.02 Kč	0.00 Kč	2,169.02 Kč
2,169.02 Kč		

#VALUE!

MICRONOVA
Software und Systeme

Date	Departure (address)	Destination (address)	kilometers driven	way to work	driving distance	kilometers to settle	used fuel	foreign fuel costs per litre regarding enclosed receipt €	consumption of petrol according to vehicle registration	driving expenses Kc
08/07/2020	E.Benese 540/31, Plzen, 30100	Šafaříkova 277, Mladá Boleslav, 29301	162	0	0	162	diesel	0.00 €	7.0	1,041.01 Kč
08/07/2020	Šafaříkova 277, Mladá Boleslav, 29301	E.Benese 540/31, Plzen, 30100	162	0	0	162	diesel	0.00 €	7.0	1,041.01 Kč
				0	0	0		0.00 €		0.00 Kč
				0	0	0		0.00 €		0.00 Kč
				0	0	0		0.00 €		0.00 Kč
				0	0	0		0.00 €		0.00 Kč
				0	0	0		0.00 €		0.00 Kč
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				0	0	0		0.00 €		0.00 Kč
				0	0	0		0.00 €		0.00 Kč
				0	0	0		0.00 €		0.00 Kč
				0	0	0		0.00 €		0.00 Kč
				0	0	0		0.00 €		0.00 Kč
				0	0	0		0.00 €		0.00 Kč
				0	0	0		0.00 €		0.00 Kč
				0	0	0		0.00 €		0.00 Kč
				0	0	0		0.00 €		0.00 Kč
				0	0	0		0.00 €		0.00 Kč
				0	0	0		0.00 €		0.00 Kč
Total:				0	0	324		0.00 €		2,082.02 Kč

Travel Expense Reimbursement Claim Domestic 2020

Name and Address: Tomáš Sak, Ed. Beneše 31, Plzeň

Start of Journey: 09/07/2020 at 08:30 *hh:mm* End: 09/07/2020 at 16:00 *hh:mm*

Project-nr./Occasion/Destination: CZ-54-2002-0006 EXAM Customize Porsche Engineering 2020

Vehicle: ☐ Company Car ☒ Private Car 4AL4565 ☐ Train ☐ Airplane

☐ Food expenses where provided by MicroNova.

I. Cost of Transport

Train ticket(s), receipt enclosed _____

Flight ticket, receipt enclosed _____

Cost of company car usage (petrol/oil etc.), receipts enclosed _____

Distance of private car usage
km: 190 = 1,220.94 Kč
1,220.94 Kč

II. Expenses for accomodation and food payed by employer

	total	on day of arrival	on day of departure	=	
Accommodation costs per day	<u>0</u>			=	<u>0.00 Kč</u>
Breakfast per day	<u>0</u>			=	<u>0.00 Kč</u>
Lunch per day	<u>0</u>			=	<u>0.00 Kč</u>
Dinner per day	<u>0</u>			=	<u>0.00 Kč</u>
					<u>0.00 Kč</u>

III. Meal Allowance

		allowance	0.00 Kč	0.00 Kč
Whole days (24 h)	<u>0</u>			
Day of arrival	<u>1</u>	allowance	<u>87.00 Kč</u>	<u>87.00 Kč</u>
Day of departure	<u>0</u>	allowance	<u>0.00 Kč</u>	<u>0.00 Kč</u>
				<u>87.00 Kč</u>

IV. Curtailment

	Arrival	24h	Departure
Breakfast	<u>0.00 Kč</u>	<u>0.00 Kč</u>	<u>0.00 Kč</u>
Lunch	<u>0.00 Kč</u>	<u>0.00 Kč</u>	<u>0.00 Kč</u>
Dinner	<u>0.00 Kč</u>	<u>0.00 Kč</u>	<u>0.00 Kč</u>
Custom	<u>0.00 Kč</u>	<u>0.00 Kč</u>	<u>0.00 Kč</u>
			<u>0.00 Kč</u>

V. additional travel expenses

90.00 Kč

31/07/2020
Date


Signature (Applicant)

Approved: _____
Signature (Approver)

Total Amount:

./. Prepayment

**Final
Payment/
Overpayme**

Gross Amount	VAT	Net Amount
0.00 Kč		0.00 Kč
0.00 Kč		0.00 Kč
0.00 Kč		0.00 Kč
1,220.94 Kč		1,220.94 Kč
0.00 Kč	0.00 Kč	0.00 Kč
87.00 Kč		87.00 Kč
0.00 Kč		0.00 Kč
90.00 Kč	15.62 Kč	74.38 Kč
1,397.94 Kč	15.62 Kč	1,382.32 Kč
1,397.94 Kč		

#VALUE!

MICRONOVA
Software und Systeme

Date	Departure (address)	Destination (address)	kilometers driven	way to work	driving distance	kilometers to settle	used fuel	foreign fuel costs per litre regarding enclosed receipt €	consumption of petrol according to vehicle registration	driving expenses Kc
09/07/2020	E.Benese 540/31, Plzen, 30100	Radlická 714/113, Praha, 15800	95	0	0	95	diesel	0.00 €	7.0	610.47 Kč
09/07/2020	Radlická 714/113, Praha, 15800	E.Benese 540/31, Plzen, 30100	95	0	0	95	diesel	0.00 €	7.0	610.47 Kč
				0	0	0		0.00 €		0.00 Kč
				0	0	0		0.00 €		0.00 Kč
				0	0	0		0.00 €		0.00 Kč
				0	0	0		0.00 €		0.00 Kč
				0	0	0		0.00 €		0.00 Kč
				0	0	0		0.00 €		0.00 Kč
				0	0	0		0.00 €		0.00 Kč
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				0	0	0		0.00 €		0.00 Kč
				0	0	0		0.00 €		0.00 Kč
				0	0	0		0.00 €		0.00 Kč
				0	0	0		0.00 €		0.00 Kč
				0	0	0		0.00 €		0.00 Kč
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				0	0	0		0.00 €		0.00 Kč
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				0	0	0		0.00 €		0.00 Kč
				0	0	0		0.00 €		0.00 Kč
				0	0	0		0.00 €		0.00 Kč
				0	0	0		0.00 €		0.00 Kč
				0	0	0		0.00 €		0.00 Kč
				0	0	0		0.00 €		0.00 Kč
				0	0	0		0.00 €		0.00 Kč
				0	0	0		0.00 €		0.00 Kč
				0	0	0		0.00 €		0.00 Kč
				0	0	0		0.00 €		0.00 Kč
				0	0	0		0.00 €		0.00 Kč
				0	0	0		0.00 €		0.00 Kč
				0	0	0		0.00 €		0.00 Kč
Total:				0	0	190				1,220.94 Kč

MICRONOVA
Software und Systeme

Czech koruna / Kč

Date:	Description:	Net:	Vat	Gross:
09/07/2020	Parking	74.38 Kč	15.62 Kč	90.00 Kč
				- Kč
				- Kč
				- Kč
				- Kč
				- Kč
				- Kč
				- Kč
	Miscellaneous			- Kč
				- Kč
				- Kč
				- Kč
				- Kč
				- Kč
				- Kč
Total:		74.38 Kč	15.62 Kč	90.00 Kč

Pokladní doklad

OC Galerie Butovice

Letohradská 711/10, 170 00 Praha 7
Centrála

Evropská 115/53, 160 00 Praha 6

ICO: 26116570 DIC: CZ26116570

Číslo: 13587/2020
Stanice: Automat3
Druh platby: Automat
Vytvořeno: 09.07.2020 15:07

Jméno	Cena	DPH
Parkovné	90,00	21,00%
2048703318731		
RZ:4AL4565		

Zaplaceno od:09.07.2020 12:19

Zaplaceno do:09.07.2020 15:06

Platnost od:09.07.2020 09:19

Platnost do:30.07.2020 09:19

90,00 CZK

Základ	DPH%	DPH	Celkem
74,38	21,00%	15,62	90,00

Travel Expense Reimbursement Claim Domestic 2020

Name and Address:

Tomáš Sak, Ed. Beneše 31, Plzeň

Start of Journey:

20/07/2020

at

09:30

hh:mm

End:

20/07/2020

at

19:00

hh:mm

Project-nr./Occasion/Destination:

cz.10 / annual interviews

Vehicle:

☐ Company Car

☒

Private Car

☐ Train

☐ Airplane

4AL4565

☐ Food expenses where provided by MicroNova.

I. Cost of Transport

Train ticket(s), receipt enclosed

Flight ticket, receipt enclosed

Cost of company car usage (petrol/oil etc.), receipts enclosed

Distance of private car usage

km: 438

=

2,814.59 Kč

2,814.59 Kč

II. Expenses for accomodation and food payed by employer

	total	on day of arrival	on day of departure	=	
Accommodation costs per day				=	0.00 Kč
Breakfast per day	0			=	0.00 Kč
Lunch per day	0			=	0.00 Kč
Dinner per day	0			=	0.00 Kč
					0.00 Kč

III. Meal Allowance

Whole days (24 h)	0	allowance	0.00 Kč	0.00 Kč
Day of arrival	1	allowance	87.00 Kč	87.00 Kč
Day of departure	0	allowance	0.00 Kč	0.00 Kč

87.00 Kč

IV. Curtailment

	Arrival	24h	Departure
Breakfast	0.00 Kč	0.00 Kč	0.00 Kč
Lunch	0.00 Kč	0.00 Kč	0.00 Kč
Dinner	0.00 Kč	0.00 Kč	0.00 Kč
Custom	0.00 Kč	0.00 Kč	0.00 Kč

0.00 Kč

V. additional travel expenses

0.00 Kč

31/07/2020

Date

Signature (Applicant)

Approved:

Signature (Approver)

Total Amount:

./ Prepayment

**Final
Payment/
Overpayme**

Gross Amount	VAT	Net Amount
0.00 Kč		0.00 Kč
0.00 Kč		0.00 Kč
0.00 Kč		0.00 Kč
2,814.59 Kč		2,814.59 Kč
0.00 Kč	0.00 Kč	0.00 Kč
87.00 Kč		87.00 Kč
0.00 Kč		0.00 Kč
0.00 Kč	0.00 Kč	0.00 Kč
2,901.59 Kč	0.00 Kč	2,901.59 Kč
2,901.59 Kč		

#VALUE!

MICRONOVA
Software und Systeme

Date	Departure (address)	Destination (address)	kilometers driven	way to work	driving distance	kilometers to settle	used fuel	foreign fuel costs per litre regarding enclosed receipt €	consumption of petrol according to vehicle registration	driving expenses Kc
20/07/2020	E.Benese 540/31, Plzen, 30100	Palackého 3145, Jablonec, 46601	219	0	0	219	diesel	0.00 €	7.0	1,407.29 Kč
20/07/2020	Palackého 3145, Jablonec, 46601	E.Benese 540/31, Plzen, 30100	219	0	0	219	diesel	0.00 €	7.0	1,407.29 Kč
				0	0	0		0.00 €		0.00 Kč
				0	0	0		0.00 €		0.00 Kč
				0	0	0		0.00 €		0.00 Kč
				0	0	0		0.00 €		0.00 Kč
				0	0	0		0.00 €		0.00 Kč
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				0	0	0		0.00 €		0.00 Kč
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				0	0	0		0.00 €		0.00 Kč
				0	0	0		0.00 €		0.00 Kč
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				0	0	0		0.00 €		0.00 Kč
				0	0	0		0.00 €		0.00 Kč
				0	0	0		0.00 €		0.00 Kč
				0	0	0		0.00 €		0.00 Kč
Total:				0	0	438		0.00 €		2,814.59 Kč