**Third Party Payment form**

**add the name of the event date city and country, project name, project number and activity/wp**

| **Date** |  |
| --- | --- |
| **Full name (as stated on bank account)** |  |
| **Date of birth** |  |
| **Address** |  |
| **Country** |  |
| **Email** |  |
| **IBAN** |  |
| **BIC/SWIFT** |  |
| **Description of costs** |  |
| **Amount (€)** | € |

**\*\*Additional Instructions\*\***

In order to submit your claimed cost in NISVs administration it is mandatory to provide with this form:

1- All invoices and/or tickets \*)

2- A copy or a photograph of your bank card. Or a (recent, not older than 2 months) bank statement showing that the name of the account holder is the same as the person named in the form.

*\*) travel expenses are reimbursed based on public transport. For claims related to fixed fees: Please provide with this form the ascription from NISV.*

Please note, an order confirmation is not an invoice. Unless explicitly states the following information: the name of the person, bank account number and a comment that the reservation has been paid and cannot be refunded.

Please do not hesitate to contact us when you have questions via:

[project control@beeldengeluid.nl](mailto:control@beeldengeluid.nl)