

SATS/KSA/FM/K/001

Form No:105

Travel Claim Form



| | | | | | |
|---------------|--------------|----------|-------------|-------------|---|
| Claimant | profile test | Staff ID | SSA10010019 | Designation | |
| Start Date | 2023-02-04 | End Date | 2023-02-04 | Days | 3 |
| Justification | msdfls | | | | |

| Claims | | Foreign Currency | Exchange Rate | Local Currency |
|--------|----------------|------------------|---------------|----------------|
| | Accommodation | | | 0.00 SAR |
| | Meals | | | 0.00 SAR |
| | Transportation | | | 0.00 SAR |
| | Other | | | 0.00 SAR |
| | | | | |
| | | | | |
| | | | | |

Total 0.00 SAR

| | Foreign Currency | Exchange Rate | Local Currency |
|---|------------------|---------------|----------------|
| Advanced recieved for above travel(State Nil of no advance taken) | | | |
| Refund to company after above travel | | | |

| Name & Signature | Claimant | Reporting Manager | Approved by PCEO/EVP/SVP |
|------------------|----------|-------------------|--------------------------|
| | | | |
| DATE | | | |

For Accounts Dept Use only