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**Contribution to travel and subsistence expenses**

**Competition/Selection n°:** ………………………….….

**Candidate n°:** …………………………………………..

**1. Candidate**

Surname……………………………………….…… First name ..…………………………………………….….….

Place of residence – address: (as stated in the Epso account):

Street ……………………………………………………………………………………………... N°………….…..

Postal code …………………… Town…………………………………… Country………………………………..

Tel: …………………………………… E-mail: ………………..…………………………………..…………….….

Place of current employment - address:

Postal code …………………… Town…………………………………… Country………………………………...

Please attach proof of travel[[1]](#footnote-1) and please be informed that in the absence of such proof, no payment will be made. (A formal receipt for hotel accommodation is not required except if you are eligible for an accommodation allowance under Article 6 of the Rules [see Website]).

**2. Assessment centre location**: ……………..….…………………………………………………………….…… Test date: …………….....………..………………….… Time: from ………….………. to ……….…………

**You must submit this form/request within 3 months of the date of the test(s).**

**3. Additional costs related to a special need or disability** (please specify):

……………………………………………………………………………………..…………………………………

……………………………………………………………………………………..…………………………………

*(Please attach an explanatory note with regard to any extra costs).*

**I, the undersigned, declare that this statement is true and accurate and that the payment has not already been made. I am aware that in the event EPSO discovers that data on this statement are false, I will not benefit from this contribution and this might also lead to my exclusion/disqualification from the on-going competition/selection procedure.**

…………………….……………..… ………..………………………………………………….

**Date and signature of the candidate** Name, date and signature of the official responsible

for the "Certified correct"

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**4. To be completed by EPSO**

 Distance ……………………km = …………………….€

1. Only the following documents are accepted as proof of travelling:

- plane: boarding pass or copy of ticket (invoice alone is not sufficient)

- train, bus, boat: copy of ticket (invoice alone is not sufficient)

- car: the original of a gas bill and/or highway toll (proof of payment dated within a maximum period of 2 days before the day of the assessment centre session and of a place on the travelling route to the assessment centre) [↑](#footnote-ref-1)