Expense Reimbursement for Scholarship Students Attending AAMAS 2007

Please provide proof (receipts, tickets, etc) of all expenses, and include
- proof of completed volunteer work signed by AAMAS 2007 local organizers
- signed letter from faculty advisor stating his/her support for reimbursement up to the scholarship amount that you have been awarded.

Deadline for submitting this form is 31 May 2007. Please note that it may take several weeks to process the reimbursement request and cut a cheque.

Scholarship Data:

Name   …………………………………………………………………

Home Institute   …………………………………………………………………

E-mail   …..………………………………………………………………

Arrival Date …………………………   Departure Date ..…………………………

Scholarship Amount Awarded   **USD …………………**

Financial Data:

Foreign Travel Costs (from …………… to ……………)   USD …………………..

Accomodation Expenses   USD…………. * ……days =   USD …………………..

Board Expenses   USD …………………..

Registration Costs   USD …………………..

Total Expenses   **USD …….....………..**

Own Contribution   . / . USD …….….………..

Total Expenses to Be Reimbursed*   **USD …….….………..**
***maximal to the amount awarded*

Payment Information:

Cheque payable to** …..……………………………………………………………
*** name of grant holder only*

Address***   …….....………………………………………………………………

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

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

                         …..………………………………………………………………………
**** Postal address that the cheque will be sent to, including postcode and country*

Date: ....   Signature: ..…………………………........................

Send form to:

Prof. Sascha Ossowski

University Rey Juan Carlos

School of Computer Engineering

Campus de Móstoles

Calle Tulipán s/n

E-28933 Móstoles, Madrid

Spain

For Internal Use Only:

AAMAS 2007 Student

Scholarship Co-chair:

Date ………………………….

Signature ………………………

AAMAS 2007 Financial Officer:

Date ………………………...

Signature ……………………