**IAD Reimbursement Sheet**

Please fill this form on an individual basis and attach all receipts of external expenses, screenshots of the laser terminal expenses and the “Milchbüchlein” with workshop expenses.

The “Milchbüchlein has to be already stamped by the workshop manager and debited from your personal MoniToni account!

Student \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Course \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Total External Expenses \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ CHF

Total Laser Expenses \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ CHF

Total Workshop Expenses \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ CHF

**Total Overall Expenses** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ CHF

Tutors: Please check the receipts, screenshots and “Milchbüchlein” before signing!

**Signature Tutor** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

More information on the Reimbursement process can be found on the wiki: <http://wiki.iad.zhd.ch>.