

Travel costs reimbursement to the GLEN RENew 2017

GLEN Member Organisation	Amount	
PAH	up to 60 €	from ASA
HVSF	up to 30 €	from ASA
Zavod Volontariat	up to 40 €	from ASA
GLEN Latvia	no reimbursement	
INEX	full reimbursement based on original tickets/invoices up to 1300 CZK	from INEX
SupAgro Florac	no reimbursement	
ASA	up to 70 €	from ASA
GLEN Slovakia	full reimbursement based on original tickets/invoices	from GLEN Slovakia
AKÜ	tickets booked by AKÜ	from AKÜ

- in the information sent to the participant it was said:

Travel costs will be reimbursed differently from country to country, depending on the conditions of your national GLEN member organization. Please note that in many cases you will get your travel reimbursed to a maximum amount, covering a part of your travel costs. All other costs on the seminars are of course fully covered. That is why we advice you to **buy your tickets soon**, to keep the travel costs low. Please check the conditions of reimbursement in the attached documents.

Important note: Everybody who gets her_his travel cost reimbursed via ASA **please keep all the original tickets** of your travel and have a **look at the guide lines** in the annex.

As you know, flight travels should be avoided and imply a special procedure with the ASA office, which is being simplified. So, if you can't avoid traveling by flight to the RENew, please make sure that the price is cheaper than the train. Please print a comparative calculation to the most favorable rail prices, submitted for the same distance, and keep it, it will be needed for the reimbursement! If the flight is not cheaper than the train, then please contact Lars at the ASA office (lars.poignant@engagement-global.de) for approval (with justifications).