DECLARATION HOME OFFICE

Name and initial(s) :

Institute/team :

E-mail address :

Starting date working from home

according to statement Hybrid working :

Working at home facilities

Table €

Chair €

Lighting €

Transportation costs €

Total €

**Proofs of payment must be attached for all expenses. We cannot process your claim without adding these supporting documents.**

Date: Signature employee:

Manager/personnel officer agrees with this declaration:

Date: Signature:

Remarks (if any):

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Verwerking P&O/Salarisadministratie

Registratienummer : thuiswerkkosten :

Indienstdatum : transportkosten :

Uitdienstdatum : controle P&O d.d. / paraaf :

Ingangsdatum vergoeding : invoer SA d.d. / paraaf :