

Θέμα: Euroscola day on 3 April 2020 - cancellation

Από: GROSS Sabine <sabine.gross@europarl.europa.eu>

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Dear teachers,

We are very sorry to inform you that due to a decision of the European Parliament all events until end of May 2020 will be cancelled.

Please inform us whether you will have any expenses regarding this decision. In case of any request of reimbursement, we will need the following documents (by email):

- financial form 1 with the bank account
- financial form 2 with the expenses
- copy of flight tickets
- invoices / receipts from travel agencies etc.
- confirmation (from the travel agency for example) that the tickets/hotels etc. cannot be returned or cancelled
- declaration on honour that you will not receive any of the claimed expenses from another authority

Please inform us as well if you managed to cancel the trip without any expenses. Thank you in advance for your information at your earliest convenience!

Regarding an eventual rescheduling of your group, please contact the Information office in your country.

With kind regards,
Sabine Gross

Team Euroscola

<http://signature.u>

Sabine GROSS

Team EUROSCOLA

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