

FINANCIAL STATEMENT

IMPORTANT NOTE: This Excel sheet is protected and pre-formatted, meaning that only buttons and the blue coloured fields are accessible for encoding data. TO AVOID ANY ERROR OF CALCULATION, PLEASE DO NOT COPY/PASTE DATA FROM OTHER SOURCES (DATA MUST BE ENCODED) and ensure that the declared amounts are correct.

- Column "1. Project Costs" and Column "3. Project Finance" refer to the Estimated Budget of the Action as indicated in Annex II of your Grant Agreement or in subsequent amendments to Annex II.
- Columns under "2. Project Expenditure" refer to expenditure made within the eligibility period (either paid from Tempus or co-financed).
- Under "2. Project Expenditure", the declared amounts must represent the amounts that have been actually paid (meaning that a disbursement has been made) and NOT committed amounts.
- Relevant supporting documents must be issued for both 'Expenditure Paid from Tempus' and 'Expenditure Co-Financed'.

		1. PROJECT COSTS (EUR)	2. PROJECT EXPENDITURE (EUR)		
		Estimated Budget of the action (Annex II)	Declared Paid from Tempus	Declared Co-financed	Total Declared
I	Staff costs (including replacement costs)		0.00	0.00	0.00
II	Travel costs and Costs of Stay		0.00	0.00	0.00
III	Equipment		0.00	0.00	0.00
IV	Printing and publishing		0.00	0.00	0.00
V	Other costs		0.00	0.00	0.00
VI	Indirect Costs ¹				0.00
TOTAL ELIGIBLE COSTS ²		0.00	Total:	Total:	TOTAL:
			0.00	0.00	0.00

	3. PROJECT FINANCE (EUR)
Co-financing	
Tempus Grant	
TOTAL PROJECT FINANCE ²	0.00

REQUEST FOR PAYMENT

In accordance with articles I.3 and II.23 of the Grant Agreement (please mark the appropriate box):

I hereby **request** the payment of the balance to the following bank account:

IBAN³

I hereby **do not request** the payment of the balance.

Date and signature of the **legal representative** of the beneficiary institution:

Date:

Signature:

¹ Indirect costs may not be co-financed (art. 8 of the Guidelines for the Use of the Grant).

² As indicated in the Annex II of the Grant Agreement.

³ BIC code for countries where the IBAN code does not apply.