

NSB World Business School Reimbursement Form for

**Conference / STTP / FDP / Seminar / Workshop /
Guest Lecture**

Date:

Title of the event	:	
Organizing Institution/University	:	
Date(s) of the event	:	
Outcome(s) of the event	:	
Registration fee (if any)	:	
Name (s) of speaker / Guest / Resource Person*	:	

Reimbursement Details

Item	Actual Amount (₹)	Remarks
Registration Fees		
Travel Allowance		
Accommodation (if applicable)		
Miscellaneous		
Total Amount		

Enclosures:

1. Bills / Receipts (for Reimbursement)
2. Transportation Bills

Declaration by Faculty

I hereby declare that the expenses claimed are valid, genuine, and incurred exclusively for the approved event. |

Faculty Name:

Faculty Signature:

Date:

Research Coordinator

Director

Finance Officer