Start of journey to.. on… at ….

from home

from office

from other place

Arrival at place of official business on. … at ..

Start of official business on….. at

End of official business on….. at

Return journey on…. at….

From ….to

End of journey: on… at….

at home

at office

at another place

Place, date and time of border crossings/landings

Outward journey:

Return journey:

Were free meals and/or accommodation offered and/or received?

No
Yes

Free meals/ Free meals included in the participation fees, hotel bills, air tickets

yes: -> Breakfast ? times, Lunch: ? times, Dinner:? Times

Free accommodation/ accommodation included in participation fee

No

Yes: .. times/ from… to