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Documents for Travel Expense Accounting

- Covering letter addressed to the coordination office including a statement
 - Proof of participation and poster or lecture contribution (conferences)
 - Dienstreisegenehmigung
<http://www.uni-frankfurt.de/org/ltg/admin/pa/vordrucke/gendienstreise1.pdf>
 - Formular Reisekostenrechnung (receipted expenses form), you'll find here:
<http://www.uni-frankfurt.de/org/ltg/admin/pa/vordrucke/reikore1.pdf>
in some cases you might need the additional sheet you'll find here:
<http://www.uni-frankfurt.de/org/ltg/admin/pa/vordrucke/reikoreanlage1.pdf>
 - All your original calculations
 - Your bank account
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