

Conference, Training & Travel Grant Reimbursement Form



This form is only for reference, applicant must submit reimbursement form using CPARF online grant management platform accessible through [this link](#)

PART A – AWARD DETAILS

Grant Number <i>(e.g. CTT00119)</i>	
Title	
Applicant Name	

REFERENCE

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PART B.1 – REIMBURSEMENT DETAILS - FOR GRANT RECIPIENTS BASED IN THE UNITED STATES

Date	Description	Amount (original currency)	Exchange rate to USD	Amount (in USD)	Attach receipt
	<i>e.g. taxi from airport to hotel</i>	<i>amount shown in the receipt</i>	<i>e.g. CAD to USD = 1.30346; if receipt in USD enter 1</i>	<i>= Amount (original currency) / Exchange rate</i>	<i>attach related receipt</i>

Total reimbursement (in USD)

PART B.2 – REIMBURSEMENT DETAILS - FOR GRANT RECIPIENTS BASED IN AUSTRALIA AND OTHER COUNTRIES

Date	Description	Amount (original currency)	Exchange rate to AUD	Amount (in AUD)	Australian GST?	Attach receipt
					Choose an item.	
					Choose an item.	
					Choose an item.	
	<i>e.g. taxi from airport to hotel</i>	<i>amount shown in the receipt</i>	<i>e.g. GBP to AUD = 0.55860; if receipt in AUD enter 1</i>	<i>= Amount (original currency) / Exchange rate</i>	<i>Does Australian GST included in the receipt?</i>	<i>attach related receipt</i>

Total reimbursement (in AUD)

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PART C.1 – BANK ACCOUNT DETAILS – FOR AUSTRALIAN BANK ACCOUNT

Account Name:			
BSB Number:		Account Number:	
Bank Name:			

PART C.2 – BANK ACCOUNT DETAILS – FOR UNITED STATES AND OTHER COUNTRIES BANK ACCOUNT

Account Name:			
Account Number:			
Bank Name:			
Bank Address			
BIC/SWIFT Code:			
Routing Number: (for United States bank account)			
IBAN: (if applicable)			