



**Request for Approval of Car Rental within a GIF Grant**

Please note that as a rule a grantee must use public transportation for traveling while visiting the other country unless the a rental car is needed for carrying out the research tasks of the Grant

Date of Request: \_\_\_\_\_

GIF Grant No.: \_\_\_\_\_

Principal Investigator/Traveler: \_\_\_\_\_

Institution: \_\_\_\_\_

Name of additional Traveler(s): \_\_\_\_\_

Relevance to the project for traveler(s) other than the PI:

\_\_\_\_\_

Dates of Travel: \_\_\_\_/\_\_\_\_/\_\_\_\_ until \_\_\_\_/\_\_\_\_/\_\_\_\_ Total number of days: \_\_\_\_

Number of days of car rental: \_\_\_\_\_

Justification of Car Rental (please elaborate why using a rental car is indispensable for carrying out the research tasks of the Grant, e.g. field trips):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Please remember to keep invoices and receipts for car rental in order to include them in the financial report for the relevant research year.**

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature – Grantee

For GIF internal use (approval by the scientific department) \_\_\_\_\_

Date: \_\_\_\_\_