

## SIGGRAPH Asia 2012 Course Presenter Expense Report

Name: \_\_\_\_\_  
 Address 1: \_\_\_\_\_  
 Address 2: \_\_\_\_\_  
 Country: \_\_\_\_\_ Phone: \_\_\_\_\_  
 Email: \_\_\_\_\_  
 Course Title & ID: \_\_\_\_\_

Dates									
Expenses						TOTAL (orig. currency)		TOTAL (paymt currency)	
Air, rail									
Taxi, Limo, Bus									
Hotel									
Auto mileage									
Parking									
Tips									
Miscellaneous									
						SUBTOTAL:			
						Less prepaid air ticket			
						Less personal expense			
						TOTAL:			

**Include explanations for the following:**

Mileage: from, to, and distance traveled at US \$0.50 per kilometre

**Bank Account Information**

Account No:	Account Holder Name:
Int. Bank Code:	Swift Code/BIC:
Bank Name:	Account Currency:
Bank Address:	Bank Clearing Code:
	(Bank clearing code is needed for TT's to UK, USA, Australia & Germany)

**All Miscellaneous Expenses**

**Send to:** SIGGRAPH Asia Conference Administration  
 c/o Koelnmesse Pte Ltd  
 Katja Muenzer  
 152 Beach Road  
 #25-05 Gateway East  
 Singapore 189721

SIGNED: \_\_\_\_\_  
 DATE: \_\_\_\_\_

APPROVED: \_\_\_\_\_  
 DATE: \_\_\_\_\_