|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Raum für Eingangsstempel | Reisekostenrechnung **- auswärtiger unterricht -**  Bitte Vorder- und Rückseite in  Druckbuchstaben ausfüllen | HHJ | Kapitel | Titel | HÜL-Nr. |
|  | **04** | **527 01** |  |
| Sachlich -und- Rechnerisch richtig  Richtig und vollständig erfasst.  ...................................... ................................................  Datum Unterschrift | | | |

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **VOM ANTRAGSTELLER AUSZUFÜLLEN** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Personalnummer beim LBV | | | | | | | | | | | | | | | | | Arbeitsgebiet  beim LBV | | | | | | | | | | | Bitte stets angeben, wenn die Bezüge vom Landesamt für Besoldung und Versorgung (LBV)  gezahlt werden. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | |  | | | | | | | | | | |
|  |  | |  | |  | |  | |  | |  | |  | | | |  | | |  | |  | | |  | | |
| 11 | Empfangsberechtigter (Name, Vorname) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  | | | | | | |
| - 36 - | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  | | | | | | |
|  |  | |  | |  | |  | |  | |  | |  | | | |  | | |  | |  | | |  | | |  | | |  | | | |  | | |  | | |  | | |  | | |  | | |  | | | |  | | |  | | |  | | |  | | |  | | |  | | |  | | |  | | | |  | | |  | | |  | |  | | |  | | | |  | | |  | | | |  | | | |  | | | | | | |
| 12 | Straße, Haus-Nr. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | 13 | | | PLZ | | | | | | | | | | | | | 14 | | | Ort | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| - 17 - | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | - 5 - | | | | | | | | | | | | | | | | - 16 - | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 15 | BIC (11 Zeichen) | | | | | | | | | | | | | | | | | | | | | | | 16 | | IBAN (22 Zeichen) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  | | | | |  | | | |  | | | |  | | |  | | |
|  | | | | | | | | | | | | | | | | | | | | | | | |  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  | | | | |  | | | |  | | | |  | | |  | | |
|  |  | |  | |  | |  | |  | |  | |  | | |  | | |  | |  | | |  | | |  | | |  | | | |  | | |  | | |  | | |  | | |  | | |  | | | |  | | |  | | |  | | |  | | |  | | |  | | |  | | |  | | |  | | | |  | | |  | | | |  | | |  | |  | | | | | |  | | | |  | | | |  | | |  | |
| 17 | Kreditinstitut (Kurzform mit Ortsbezeichnung)  16  Kreditinstitut  17  Konto-Nr. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|  |  | |  | |  | |  | |  | |  | |  | | |  | | |  | |  | | | |  | |  | | |  | | | |  | | |  | | |  | | |  | | |  | | |  | | | |  | | |  | | |  | | |  | | |  | | |  | | |  | | |  | | |  | | | |  | | |  | | | |  | | |  | | | |  | | | |  | | | |  | | | |  | | |  | |
|  | |  | |  | |  | |  | |  | |  | |  |  | | |  | | | | |  | |  | | | |  | | |  | | | |  | | |  | | |  | | |  | | |  | | |  | | | |  | | |  | | |  | | |  | | |  | | |  | | |  | | |  | | | |  | | |  | | |  | | |  | | |  | | | |  | | | |  | | | |  | | | |  | | |  |
| Amts-/Dienstbezeichnung | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | Bes./Verg.Gr. | | | | | | | | | | | | | | | | | | | Mit Wohnung ? | | | | | | | | | | | | | | | | | | | | | | | | | | Trennungsgeldbezieher ? | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  | | | | | | | | | | | | | | | | | | | ja  nein | | | | | | | | | | | | | | | | | | | | | | | | | | ja  nein | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Dienststelle / Schule | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | Dienstort / Schulort | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

**09/13-3.3.405**

**A 1 C (2)**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| VOM ANTRAGSTELLER AUSZUFÜLLEN | | | | |
| Wochenstundenzahl an der Stammschule: ..................... Stunden | | | | |
| Schule(n), an der auswärtiger Unterricht erteilt wird (Name, PLZ, Ort)  **1.** | | | Wochenstunden | |
| **2.** | | | Wochenstunden | |
| angeordnet / genehmigt von | | Aktenzeichen der Verfügung | | |
| Alle Dienstreisen beginnen und enden an der Dienststelle  Folgende Dienstreisen beginnen und / oder enden an der Wohnung  Lfd.Nr.: .............................................................................................  Begründung:  Entfernung Dienststelle - Reiseziel: ......................... km (einfach) | | | | |
| **VOM ANTRAGSTELLER AUSZUFÜLLEN** | | |
| Unentgeltliche Verpflegung  ja, und zwar  Frühstück, bei Lfd.Nr.: \_\_\_\_\_\_\_\_\_\_  Mittagessen, bei Lfd.Nr.: \_\_\_\_\_\_\_\_\_\_  neinAbendessen, bei Lfd.Nr.: \_\_\_\_\_\_\_\_\_\_ | | |
| Inhaber einer BahnCard  nein  ja, und zwar  aus dienstlichen Gründen erworben  aus privaten Gründen erworben | | |
| Bei Kfz-Benutzung  Hubraum bis 600 ccm (andernfalls über 600 ccm)  Privat-Kfz zum Dienstreiseverkehr zugelassen ?  nein  ja, durch \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Begründung für die Kfz-Benutzung: | | |

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| VOM ANTRAGSTELLER AUSZUFÜLLEN | | | | | | | NICHT VOM ANTRAGSTELLER AUSZUFÜLLEN | | | |
| Lfd.Nr. | Datum der  Reise | a) Beginn der  Reise  b) Beendigung  der Reise | a) Beginn  b) Beendigung  des Dienstge-  schäfts \* | benutztes  Verkehrs-  mittel | Fahrkosten  (regelmäßig  verkehrende  Beförd.mittel) | gefahrene km  (bei Kfz-  Benutzung) | Wegstrecken-  Entschädigung | Aufwandsvergütung  Satz | | Summe |
| 1 |  | a) Uhr  b) Uhr | a) Uhr  b) Uhr | Bahn  Bus  Pkw | € | (Hin- und  Rückreise)  km | € |  | € | € |
| 2 |  | a) Uhr  b) Uhr | a) Uhr  b) Uhr | Bahn  Bus  Pkw | € | (Hin- und  Rückreise)  km | € |  | € | € |
| 3 |  | a) Uhr  b) Uhr | a) Uhr  b) Uhr | Bahn  Bus  Pkw | € | (Hin- und  Rückreise)  km | € |  | € | € |
| 4 |  | a) Uhr  b) Uhr | a) Uhr  b) Uhr | Bahn  Bus  Pkw | € | (Hin- und  Rückreise)  km | € |  | € | € |
| 5 |  | a) Uhr  b) Uhr | a) Uhr  b) Uhr | Bahn  Bus  Pkw | € | (Hin- und  Rückreise)  km | € |  | € | € |
| 6 |  | a) Uhr  b) Uhr | a) Uhr  b) Uhr | Bahn  Bus  Pkw | € | (Hin- und  Rückreise)  km | € |  | € | € |
| 7 |  | a) Uhr  b) Uhr | a) Uhr  b) Uhr | Bahn  Bus  Pkw | € | (Hin- und  Rückreise)  km | € |  | € | € |
| 8 |  | a) Uhr  b) Uhr | a) Uhr  b) Uhr | Bahn  Bus  Pkw | € | (Hin- und  Rückreise)  km | € |  | € | € |
| 9 |  | a) Uhr  b) Uhr | a) Uhr  b) Uhr | Bahn  Bus  Pkw | € | (Hin- und  Rückreise)  km | € |  | € | € |
| 10 |  | a) Uhr  b) Uhr | a) Uhr  b) Uhr | Bahn  Bus  Pkw | € | (Hin- und  Rückreise)  km | € |  | € | € |
| \* Unterricht einschl. Vor- und Nachbereitungszeit  an der auswärtigen Schule | | | | Summe: | € | km | € |  | € |  |
|  | | | | | | | Auszuzahlender Betrag | | | € |

|  |
| --- |
| **Bei maschineller Berechnung der Reisekosten:** Die in diesem Antrag ent­haltenen Daten werden zur Berechnung der Reisekosten, Rechnungslegung und Bescheiderstellung mittels EDV gespeichert. |
| Ich versichere pflichtgemäß die Richtigkeit meiner Angaben.  ............................................... ................................................................................................  Datum Unterschrift des Antragstellers |

|  |
| --- |
| VON DER SCHULLEITUNG AUSZUFÜLLEN |
| Sachlich richtig:  ............................................... .............................................................................................  Datum Unterschrift |