



# SOLAR & ENERGY BOAT CHALLENGE

**2<sup>nd</sup> to 6<sup>th</sup> July 2019**

## **Notice of Race including Amendments #1 & #2**

### **1. Organisers**

The Solar & Energy Boat Challenge is organised by :  
Yacht Club de Monaco, Quai Louis II, 98000 Monaco.  
Telephone: +377 93 10 64 04  
Website: [www.ycm.org](http://www.ycm.org)

All inquiries may be sent to: [energychallenge@ycm.org](mailto:energychallenge@ycm.org)

### **2. Eligible classes**

Each Team is permitted to enter one boat (the “Boat”) from one (1) of the classes below:

- ‘Monaco Energy Class’
- ‘Solar Classes’ made of the A Class Challenge and the Open Class (Top Class & V20);
- ‘Offshore Class’

(individually a “Class” and together the “Classes”).

A Team’s Boat must comply with all the regulations applicable to that Boat’s Class set out in the Technical Regulations.

Teams are not permitted to use any boat or craft to provide on-water support to their Boat **while racing & in the racing area as defined by the racing instructions.**



### 3. Governing Rules

The Solar & Energy Boat Challenge will be governed by:

- all applicable local maritime authority rules and regulations;
- this Notice of Race (the “NoR”);
- the Technical Regulations applicable to the class;
- the Racing Instructions handed out in Monaco during the confirmation of registration;
- any amendments to the rules above issued in writing by the Organiser;
- only while racing, the UIM Circuit Rules 2018 with special regards to Group 300;

(together the “Rules”).

In the event of conflict, the Rules shall be applied in the order of precedence as they are listed above.

### 4. Team(s)

All Team Members must be at least 18 years of age.

The following roles must be clearly assigned to Team Members. One Team Member may hold several roles:

- “Team Manager” in charge of the team, he is the main contact with the organisation. **During the event, he must remain identified and readily available. It cannot be the pilot;**
- “Pilot(s)” responsible for operating the Boat when it is on the water;
- “Liaison”, a team member ashore at the disposal of the organisation who, while racing, is able to communicate at all times with the pilot;
- “Additional Team Members” nominated by the team and approved by the Organiser.

(individually a “Team Member” and together the “Team”).

### 5. Registration

Each Team is required to:

- Complete each stage of the entry procedure as set out in Annex A to the satisfaction of the Organiser;
- Pay the Registration Fee of 1,010€ to the Organisers as set out in Annex A. The Registration Fee will be entirely reimbursed to the teams that are part of a group or a group of schools or universities such as legally and administratively represented by a teacher or an academic referee after the Team satisfactorily completes the Solar & Energy Boat Challenge 2019 and by not breaching any of the Rules (see annex B).  
**Late entries may be accepted after the 31 May 2019. The registration fees will be 1510€ that may not be refunded.**
- Insure each Boat with reputable insurers for Third Party Liability risks up to € 1 million or the equivalent in other currencies for the period when the Boat is in the Principality of Monaco;
- Insure each Team Member is insured for personal accident and medical expenses cover for at least € 100,000 per accident

The organiser reserves the right to refuse a Team’s application if the quality and the rigour of the application are considered insufficient.

A Team may withdraw from the Solar & Energy Boat Challenge by prompt written notification to the Organiser. A Team withdrawing from the Event after 3<sup>rd</sup> June 2019, will have its Booking Fee refunded only if another boat registers to the event in its position.



## 6. Confirmation of Registration and Schedule of Events

Each Team is required to complete their registration with the Organiser in person with the Team's Boat at Yacht Club de Monaco no later than the 2<sup>nd</sup> July 2019 at 5pm.

It is the Organiser's intention that the Solar & Energy Boat Challenge will follow the schedule of events and racing as set out below.

Each Team must be represented at least by the Team Manager and the members who are to pilot that day during the Pilot's Briefings. Non-attendance to the Pilot Briefings will result in the team being disqualified for the day races.

JULY 2019	Time	Solar Classes	Energy Class	Offshore Class
Tuesday 2 <sup>nd</sup>	9am to 5pm	Paddocks opens & confirmation of registrations		
Wednesday 3 <sup>rd</sup>	9am to 5pm	Technical Inspections		
	4.30pm	Welcome Briefing		
	5pm	Tech Talk		
	7pm	Welcome Cocktail		
Thursday 4 <sup>th</sup>	9am	Compulsory Pilots Briefing		
	10am to 10.30am	Parade		
	10.30am to 1pm	Sea Trial		
	2.30pm to 4pm	Qualifying Race	/	
	5pm	Tech Talk		
	After tech Talk	Happy Hour		
Friday 5 <sup>th</sup>	8am	Compulsory Pilots Briefing		
	9am	Start of Fleet Race	Start of Endurance race (16NM)	
			Laps in front of Mc	Mc Ventimiglia Mc
	3pm	Speed Record		
	5pm	Tech Talk		
After tech Talk	Happy Hour			
Saturday 6 <sup>th</sup>	9am	Compulsory Pilots Briefing		
	10am	Start of Slalom Race		Start of Long Race (32NM)
	2pm	Start of Championship Race		
	5pm	Tech Talk & Conference on technical advances		
	8pm	Prize giving and closing Diner		

## 7. Race Format and Scoring.

The scoring system used will be the UIM point system.

Races shall be held in Monaco, French and Italian waters depending on the Class.



### ***Qualifying Race (Energy & Solar Classes)***

Each Class will race over a closed-circuit course of approximately 0.5 nautical miles for 20 minutes.

The winner of each class will be the boat managing the fastest lap recorded by the organiser in the given time.

The results of this race will be used to determine the starting order of the Slalom race and put up the Charts for the Championship Race.

### ***Endurance Race: Monaco – Ventimiglia – Monaco (Energy and Offshore Classes)***

Boats will race over a coastal course of about 16 nautical miles in length after a fleet start ~~per Class~~.

The winner of each class will be the boat completing the course first.

### ***Endurance Race (Energy Class)***

Boats will race over a coastal course of about 3.2 nautical miles in length after a fleet start. In order to complete the race, each boat will have to complete 5 laps.

The winner of each class will be the boat completing the course first.

### ***Fleet Race (Solar Classes)***

Boats will compete over a closed course of approximately 0.5 nautical mile in length after a mass fleet start for a set amount of time that will be determined by the weather conditions on the day of the fleet race. The aim is to run for a minimum of 2 (two) hours and a maximum of 4 (four) hours.

The winner of each Class will be the boat completing the most amount of laps recorded by the Organiser in the given time.

### ***Slalom Race (Energy & Solar Classes)***

Boats will complete a timed run on a slalom race course (approx. 0.2 nautical miles). Two (2) timed runs may be allowed depending on the weather conditions.

The winner in each Class will be the boat completing the course in the quickest time recorded by the Organiser.

### ***Championship Race (Energy & Solar Classes)***

Boats, 2 by 2 per Class, will compete on the UIM Match race course of approximately 0.1 nautical miles long. The championship charts will be established with the boats intending to participate in the Championship Race, based on the Qualifying Race results, 2 hours before the start of the race.

The winner in each Class will be determined by the completion of the Championship Charts

### ***Long Race (Offshore Class)***

Boats will race from Monaco to Ventimiglia twice (approximately 32 nautical miles): Start in Monaco, Ventimiglia, Monaco, Ventimiglia, Finish in Monaco

INDEPENDENT boats cannot recharge during this race using other sources than the ones described in the technical rules. RELIANT may stop and recharge in Monaco before undertaking the second “lap”. For electric boats, any means may be used to recharge if they are plugged into the socket defined in paragraph “Offshore Class” in Rule 9 – Charging of Boats

The winner will be the boat completing the course first.



## 8. Other events not counting towards the final ranking of the SEBC

### *Sea Trials (All Classes)*

Boats will be allowed to sail the Fleet Race course to test the boat. A slalom course may be installed for teams to train on slaloms

### *Speed Record (All Classes)*

Boats will be clocked over a distance of 1/8<sup>th</sup> of a nautical mile after a running start of 100 meters.

The winner, all classes together, will be the boat completing the distance in the quickest time recorded by the Organiser.

## 9. Charging of Boats

### *Solar Classes*

Each Team shall be permitted to charge their Boat using the sun only (or at the sole discretion of the Organiser in the event of adverse solar charging conditions, by way of shore power points at the YCM).

### *Monaco Energy Class*

Each team must recharge their energy container, ashore in Monaco, in their designated paddock area. For those using electrics, shore power points will be provided by the Organisation for Type F plugs – 16A – 220V.

### *Offshore Class*

Each team may recharge their energy container afloat in Monaco, once moored in their designated area. For those using electrics, shore power points will be provided by the Organisation for plugs CEE 3P+N+T - 32 A - 380/400V.

## 10. Prizes

The following prizes will be awarded at YCM on Saturday 6<sup>th</sup> July 2019:

- The Overall ‘Winner’; ‘Runner-up’; and ‘Third Place’ Team in each Class;
- The ‘Innovation Prize’ for the most significant innovation awarded by the Organiser evaluating durability, inventiveness and originality in each Class;
- The ‘Spirit Prize’ for the Team that has attracted the most attention for acting in the spirit of fair play and good sportsmanship [voted by the teams](#);
- The ‘Communication Prize’ for the team the team with the best communication strategy and coverage. [Elements to prepare this prize will be passed on to the teams on the 3<sup>rd</sup> June 2019](#);
- The ‘Eco Conception Prize’ for the team that has the eco-friendliest impact over the whole life of the project;
- The ‘Speed Record’ for the boat completing the distance in the quickest time recorded by the Organiser;
- [The ‘Offshore Autonomous Long-Distance Race Record’ for the boat completing the course in the quickest time recorded by the Organiser.](#)

The Organiser may introduce more prizes or awards if it so chooses in which case appropriate announcements will be made on the website and on the Official Notice Board at the YCM during the Solar & Energy Boat Challenge.



## 11. Support to the Teams

### ***Paddocks***

A 3m by 3m **dedicated allotment** will be put at the disposal of each Team in the paddock in front of the Yacht Club of Monaco. Each **allotment** will be provided with electricity and Wi-fi.

### ***Tracking***

A SIM card with 1GB of data will be handed out to each team upon arrival to be used for tracking purposes. Teams must provide a phone dedicated to tracking with the tracking app loaded and active anytime when the boat is at sea.

### ***Team communication support:***

In order to assist and support Teams with communications and the search for partners, the Organiser shall provide:

- Videos and photos of the Solar & Energy Boat Challenge 2018
- A presentation pack for the Solar & Energy Boat Challenge 2019
- Other elements which may help the Teams

The Organiser sets up a programme promoting the Teams, before, during and after the Event, including:

- All the Teams will be presented on the *Team's* page on the event website after completion of Stage 3 of the registration process.
- Teams' preparation will be presented and kept up to date on the website and the social networks.
- Each project will be promoted with the media, professionals and the general public, in particular during the Event itself.

Teams are encouraged to provide the organiser with any useful content (videos, photos, articles, press reviews, etc.), about the Team, the main lines of work or information about the conditions of preparation. This content will then be shared and promoted by the Organiser at its sole discretion. Teams with good visibility find it easier to find partners.

### ***Accommodation***

YCM offers free accommodation in neighbourhood of Monaco for up to 5 people per team from the 2<sup>nd</sup> to the 7<sup>th</sup> of July 2019 (5 nights). Other members may benefit from YCM pre-negotiated fees by contacting [hotels@ycm.mc](mailto:hotels@ycm.mc).

### ***Parking***

Parking will be available for vans and trailer free of charge during the event. Cars must be parked in public carparks or parking space. Voucher will be available at registration to park in public carparks surrounding the club up to a maximum cost of €10 per day. The Yacht Club de Monaco will not be held responsible if your vehicle is parked illegally and fined or towed away.



## 12. Team Undertaking

Each Team hereby undertakes to:

- Present its project at Tech Talks held during the Event after racing where teams are invited to present their project to other participants, professionals and the public. Apart from describing the Team and the conditions surrounding the preparation, emphasis should be placed on the technological innovations, conceptual choices and the technical solutions adopted in order to attain the best possible level of energy efficiency.
- Become an Ambassador of the Yacht Club de Monaco's message by promoting and spreading its message about energy efficiency and innovation.
- Publish on its website and other means of communication, a standard text that the Organiser will send which presents the Solar & Energy Boat Challenge.
- Leave all the facilities used in the condition they were found and ensure that no trash is disposed in an incorrect fashion.

## 13. Media, Advertising and Logos

### ***Solar & Energy Boat Challenge Registration Numbers:***

The Organiser will allocate each Team with a racing number for its Boat and will issue each Team with decals showing this number and which are to be attached to Boat's registration panel as specified in the Technical Regulations. The Monaco Solar & Energy Boat Challenge registration numbers may not be modified except by the Organiser.

### ***Sponsors:***

A Team may be sponsored provided that any such sponsorship does not, at the sole discretion of the Organiser, conflict with the moral standards and/or commercial or other interests of the Organiser, the Organising Partners or the Solar & Energy Boat Challenge itself. Number of sponsors on Pilot's overall, helmet and team member's t-shirts is not limited.

Details of any proposed sponsorship (including sponsors' names and the types of products and/or services offered by sponsors) must be included in the Team Specs. A Team breaching this Clause may, at the sole discretion of the Organiser, be disqualified from the Solar & Energy Boat Challenge.

A Team is not permitted to add sponsorship and/or advertising graphics to the Boat after Technical Inspection without the Organiser's prior written approval.

### ***Logos:***

A Team is not permitted to apply or use any logos, marks or distinguishing features belonging to the Organiser or the Organising Partners without the Organiser's prior written approval.

### ***Graphics:***

The Organiser reserves the right, on its sole approval, to disapprove any graphics on the Boat or otherwise which it considers inappropriate and/or offensive. Failure to remove any such graphics or comply with this provision may result in disqualification of that Team.

### ***Media:***

Each Team is required to provide comments to the media and attend media events for broadcast purposes, if requested to do so by the Organiser. Such events will be advertised on the Organiser's Official Notice Board at the YCM (and on the Organiser's website if appropriate).



## 14. Penalties and Protests

A Team may at the sole discretion of the Organiser be penalised and/or disqualified if that Team's Boat is operated or handled in an overly aggressive, un-seamanlike and/or unsafe manner and/or the Team is in breach of the Rules.

The Organiser's decision-making and interpretation of the Rules is final and binding on all Teams.

Protests are frowned upon by the Organiser, but in appropriate circumstances and at the sole discretion of the Organiser, the Organiser may convene a protest hearing. The decision will take into account both objective and subjective factors in determining the outcome of an alleged infringement of the Rules and will be final and binding on all Teams.

As a result of a collision or other damage or injury being sustained during the Solar & Energy Boat Challenge, the Organiser shall not be required to convene a protest hearing.

The Organiser, the Organising Partners and their agents or representatives shall not be required to give evidence or disclose any documentation in connection with any civil hearing.

## 15. Organisation, communication and promotion

By entering the Solar & Energy Boat Challenge the Team expressly acknowledges and agrees:

- a) and warrants that they have obtained permission from their sponsors and commercial partners (wherever appropriate) that the Organiser and the Organising Partners are hereby granted a perpetual, irrevocable, royalty free licence to reproduce, print, publish or disseminate worldwide and in any medium the names, logos, images, likenesses and voices of the Team and the Boat for any reason whatsoever and in particular in connection with the promotion, advertising, broadcasting and commercial exploitation of the Monaco Solar & Energy Boat Challenge;
- b) In promoting the Solar & Energy Boat Challenge, the Organiser reserves the right to use any images, sound, video and interviews of the Participants, their families and friends, on any media, during their preparation and when they are in the zone of the Event, in Switzerland, Europe and the rest of the world;
- c) that the Organiser may request to place a video or photo camera (GoPro or similar, provided by Organiser) on Team boat or Pilot's helmet;
- d) that any technological know-how, copyright, patents, design rights (whether registered or unregistered) and any other intellectual property rights, trade secrets and other valuable and/or commercially sensitive information (the "IPR") may be disclosed to the public by the Organiser, the Organising Partners or their agents or representatives. In particular, the Organiser and the Organising Partners are under no duty or expectation of confidence in connection with the IPR;
- e) and warrants that its Boat has been developed solely by the Team and/or that the Team has obtained all necessary licenses and permissions to use the technology, know-how and intellectual property embedded or employed in the Boat;
- f) and undertakes to indemnify the Organiser and the Organising Partners to the fullest extent permitted by law, against all liabilities, costs, expenses, damages and losses including any direct, indirect or consequential losses, loss of profit, loss of reputation and all interest, penalties and legal costs on an indemnity basis and all other costs and expenses sustained or incurred by the Organiser or the Organising Partners arising out of or in connection with a breach of this Clause.





## 16. Safety

It is the responsibility of the Team to decide whether to compete in the Event. Motor boat racing can be unpredictable and therefore involves an element of risk.

By entering the Solar & Energy Boat Challenge each Team expressly acknowledges and agrees that:

- Each Team Member is aware of the risks involved in powerboat racing;
- It accepts responsibility for all its Team Members due to exposure to such risks;
- Each Team Member clearly understands that the provision by the Organiser of race management; safety boats and/or race officials does not relieve the Team of its responsibilities under the Rules;
- The safety of the Team, the Boat and other Teams and Boats is the primary consideration during the Solar & Energy Boat Challenge;
- It is responsible for the safety of the Boat, all Team Members and all Team property whether afloat or ashore;
- It accepts responsibility for any injury, damage or loss caused by its or its Team Members' acts or omissions;
- The Boat will be in sound working order, seaworthy and fit to participate in the Solar & Energy Boat Challenge;
- It will ensure that each Pilot and/or Alternate Pilot wears a helmet at all times when the Boat is underway and/or racing;
- It will ensure that each Team Member will wear a life jacket and helmet at all times whilst on the water;
- It will ensure that no Team Member will be attached to the Boat by harness or other restraint at any time while the Boat is afloat;
- It will ensure that no Team Member walks in the paddocks or on the slipway without shoes on.
- It will ensure no work is carried out on the boat while the boat on the water
- It will ensure that no team member work on the boat when wet.
- It will ensure that, at all times while the Boat is on the water, the Pilot and/or Alternate Pilot will be in radio contact with a Team Member ashore. That communication system will be checked by the Organiser during the Technical Inspection; and
- All its Team Members will be courteous to all other Boats, Teams and Team Members participating in the Solar & Energy Boat Challenge, the Organiser, the Organising Partners and their assistants and representatives as well as all other water users.

## 17. Disclaimer of Liability and General Conditions

This NoR and the terms of the contract created by a Team entering the Solar & Energy Boat Challenge shall be governed by the laws of Monaco. The Parties hereby expressly agree that any dispute which is not resolved in accordance with the Rules shall be referred to the exclusive jurisdiction of the courts of Monaco.

Each Team shall be responsible for reading, understanding, and complying with these Rules. In registering to take part, each Team accepts to comply with the Solar & Energy Boat Challenge Rules and with the Organiser's decisions.



- a) It is an express condition of entry to the Event that: i) the Disclaimer of Liability Form is accurately and fully completed and signed by each Team Member at the confirmation of registration in Monaco; and ii) each Team accepts that it is entirely responsible for its own and its Team Members' safety, whether afloat or ashore, and nothing, whether in the Rules or elsewhere, reduces the Team's responsibility.
- b) It is for each Pilot to decide whether the Boat is seaworthy and/or fit to compete in any conditions that may be encountered during the Solar & Energy Boat Challenge. By going to sea and participating in a race, parade or exhibition, the Pilot hereby expressly undertakes and confirms that the Boat is seaworthy and fit in all respects and that the Team is competent to compete in any conditions that may be encountered during the Solar & Energy Boat Challenge.
- c) The Organiser hereby excludes all liability for property damage, death and personal injury sustained at sea or on land in connection with, prior to, during and/or after the Solar & Energy Boat Challenge, to the fullest extent permitted by law. Nothing done by the Organiser, the Organising Partners and any of their subsidiaries, associated companies, consultants, agents, representatives, race committee, race officer, trustee, support boat, sponsor, supporter and other company and organisation officially involved with the Solar & Energy Boat Challenge will reduce the responsibility of the Team nor will it make the Organiser responsible for any loss, damage or personal injury, however the same may have occurred, as a result of the Team's participation in the Event.
- d) Each Team and/or Team Member hereby undertakes to indemnify the Organiser and/or the Organising Partners jointly and severally and to the fullest extent permitted by law for any damage, loss, liability, costs and fees incurred (whether directly or indirectly) by the Organiser and/or the Organising Partners in connection with the Team's acts or omissions in connection with the Solar & Energy Boat Challenge.
- e) All accidents, whether on or off the water, must be notified in writing to the Organiser immediately. Failure to do so may result in either a points penalty and/or a disqualification from particular race(s) or the entire Solar & Energy Boat Challenge.
- f) If any provision in this NoR is deemed invalid, void or inapplicable the remainder of this NoR shall nevertheless remain in full force and effect.
- g) These Rules form the entire agreement between the Organiser and the Teams entering and participating in the Solar & Energy Boat Challenge and the Organiser hereby expressly reserves the right to revise the Rules at any time and will take all reasonable steps to notify participants of such revisions in the form of email notifications to each Team and bulletins being posted on the Organiser's notice board at the YCM during the Solar & Energy Boat Challenge.
- h) Cancellation of the races and/or the Solar & Energy Boat Challenge:
- In the event that the Organiser abandons or cancels any race of the Solar & Energy Boat Challenge due to adverse weather or any other reason, no liability shall attach to the Organiser;
  - The Organiser reserves the right to cancel the Solar & Energy Boat Challenge entirely, in such circumstances: i) the contract between the Organisers and the Teams will be terminated forthwith by email notice from the Organiser to each Teams using the Team's contact email address set out on the duly completed Entry Form; and ii) or iii) each Team and Team Member hereby expressly agrees that any claim of any nature whatsoever against the Organiser is expressly excluded and undertakes to indemnify the Organiser in respect of any claim brought by anyone associated with them and/or any costs incurred by the Organiser in relation to any such claim

## ANNEX A: Entry Procedure

<p>Stage 1: pre-registration Deadline: Energy Class - 15 February 2019 Other classes - 15 May 2019</p>	<p>Complete online the pre-registration form at <a href="http://www.ycm.mc">www.ycm.mc</a>. The following information will be required:</p> <ul style="list-style-type: none"> <li>• Name of the team and the Institution to which the team belongs</li> <li>• The class sailed</li> <li>• Name and contact of the Team Manager &amp; billing address</li> <li>• A photo or picture representing the team, the boat or the project</li> </ul>
<p>Stage 2: Registration Fee Energy Class - 15 March 2019 Other classes - 31 May 2019</p>	<p>The Registration fee of 1010€ must be paid electronically to the following bank account:</p> <p>Bank Name: CFM Albert 1er Bank address: 11, boulevard Albert 1er MC98000 Monaco Beneficiary: Yacht Club Monaco IBAN: MC 78 1273 9000 7001 2417 2000 L37 Swift: CFMOMCMXXXX Payment Reference: <b><i>Booking Fee SEBC 2019 + (TEAM NAME)</i></b></p>
<p>E Class validation Deadline: 31 March 2019</p>	<p>Participation confirmation by the Organiser for the teams racing Energy Class</p>
<p>Stage 3: Team Specs Deadline: 31 May 2019</p>	<p>Fill in the Team Specs questionnaire available after you have completed your pre-registration. The following information will be required:</p> <ul style="list-style-type: none"> <li>• The Team Specs using the template provided</li> <li>• Photos of the Team as described in the Team Specs template</li> <li>• The Tech Talk using the template provided. Tech Talks will be uploaded to the teams page after the event.</li> <li>• A copy of the confirmation of payment</li> <li>• A copy of the proof of insurance for the Boat &amp; Team Members</li> </ul>
<p>Stage 4: Validation Deadline: 3<sup>rd</sup> of June 2019</p>	<p>Upon completion of Stage 4, the organiser will publish the Team Information on the event website as a team's page. The following information will be uploaded:</p> <ul style="list-style-type: none"> <li>• Information extracted from the Team Specs</li> <li>• Teams pictures and institution logos</li> </ul>
<p>Stage 5: Technical Inspection Upon Arrival in Monaco</p>	<p>On arrival at the Solar &amp; Energy Boat Challenge, each Team's Boat will be inspected by the Organiser to ensure compliance with the Rules and the Technical Regulations. Solar Boats in possession of a valid 2019 passport may, at the organiser's discretion, only undertake an equipment inspection and seals check.</p>



## ANNEX B: Reimbursement Form

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*Proof of Affiliation:*

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This present document confirms that the team participating in the 2019 Monaco Solar & Energy Boat Challenge named:

\_\_\_\_\_

is part of a school or a group of schools or universities such as legally and administratively represented by a teacher or an academic referee named:

\_\_\_\_\_

The project is under the responsibility of:

Name of the responsible person: \_\_\_\_\_

Department: \_\_\_\_\_

Email and phone number: \_\_\_\_\_

Date, stamp & signature:

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*Required information for reimbursement (please attach printed IBAN to this form)*

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Name of Bank Account Beneficiary: \_\_\_\_\_

Postal Address of Account Beneficiary: \_\_\_\_\_

\_\_\_\_\_

IBAN: \_\_\_\_\_

BIC: \_\_\_\_\_