

## Order Form for Lunch / Cafeteria Tickets

Event Name:	
Event Date:	
Funds Centre that is charged:	
Budget Holder:	

For the before mentioned event I herewith would like to order the number of

\_\_\_\_\_ Lunch Tickets at the price of EUR 9,50 each = EUR \_\_\_\_\_  
\_\_\_\_\_ Cafeteria Tickets at the price of EUR 6,00 each = EUR \_\_\_\_\_

With my signature on this order form I herewith agree that the total amount is debited directly from my budget mentioned above. I acknowledge that the Lunch and Cafeteria Tickets have the value of real money and are under my responsibility. I agree that EMBL shall not be liable to any theft, lost or damage of the tickets after I obtained them.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature Budget Holder

The tickets have the sequential number from 2022-\_\_\_\_\_ to 2022-\_\_\_\_\_ (Lunch Tickets)

The tickets have the sequential number from 2022-\_\_\_\_\_ to 2022-\_\_\_\_\_ (Cafeteria Tickets)

*[to be filled in by Petty Cash].*

Total amount debited: EUR \_\_\_\_\_

Order submitted with:

\_\_\_\_\_  
Signature Petty Cash

Tickets received and correctness checked:

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature recipient