

## Reimbursement

Please complete this form in case you would like a reimbursement of any cash payment related to a faulty/missing fuel card or vehicle service.

Please inform us accordingly if you need a new fuel card: [driverservice.ch@ayvens.com](mailto:driverservice.ch@ayvens.com)

### Condition for reimbursement:

- The form must be completed and signed
- Fuel receipts (only from Shell, BP, Coop, Migrol, AVIA and Tamoil) must be enclosed
- Attach the garage bill incl. proof of payment

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Company name

Driver

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Contract number or licence plate number

Reimbursement amount

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Mileage at time of refuelling/service

Date of refuelling/service

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Reason for cash payment

## Beneficiary

First & last name

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Address

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Postcode / City

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Telephone number

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Bank name

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IBAN-number

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Clearing-number

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Place, date

Signature