



Asia Pacific  
Alliance of Rare  
Disease Organisations

## APARDO Expense Report

### APARDO SUMMIT 2019, TAIPEI

To use this form, complete it, save PDF (or print & scan), send with receipts to  
[admin@apardo.org](mailto:admin@apardo.org)

Today's Date

Your Name

Your Organisation

Exchange Rate(s) Used

Date of Expense	Payee / Description	Amount in Local Currency	Amount in Singapore Currency
	Airfare		
	Accommodation (3 nights)		
	Airport Transfers		
Total Claim:			

Payment Instructions (eg- Bank Name, Account Name, Account Number, SWIFT/IBAN Code)