



swiss agency of
accreditation and
quality assurance

Fee and claim for expenses form for experts

Surname

First name

Street

Number

ZIP code

City

Country

Date of birth

Social insurance number*

Bank

Iban

Swift/BIC

Employer – Name, City, Country**

*only for residents in Switzerland | **only for non-residents in Switzerland, to determine the applicable social security law

Fee according to the contract

Procedure

Role in the panel

expert

peerleader

Gross amount in CHF

Social security deduction***

Net amount in CHF***

***is completed by the AAQ

Expenses

	CHF	EUR	Other currency
Flight Economy			
Train			
Hotel			
Taxi (with written justification)			
Miscellaneous			
Total			

Remarks

Please note that we require a receipt as proof of purchase for each item of expenditure. You can send these together with the signed form by e-mail or by post.

Date

Signature