Contract

The Technische Universität Berlin
-represented by the President-
Straße des 17.Juni 135, 10623 Berlin

and

Mr/Ms.............................................................. -hereinafter referred to as Guest-


conclude the following contract:
The Guest, invited by the project manager .................................................................,
will from ................. to ................. accept the responsibility for the following specific tasks within the framework of
his/her research stay in the project .................................................................:


TUB will reimburse the following expenses according to its Guidelines for Guest Scientists:

1. travel costs incl. related costs
2. daily allowance and overnight costs
   a) either without proof of the actual costs per day 24 € daily allowance and 31 € per overnight stay
   b) or with proof of the actual costs (hotel expenses resp. in case of advance payment proof of reservation needed) per
day 19 € daily allowance and a maximum of 77 € per overnight stay for at most 14 days. From the 15th day on-
wards, costs are only reimbursed with regard to a).
   c) The arrival and the departure day are reimbursed by taking into account 50 % of the daily allowance rate men-
tioned in either a) or b), whatever applicable.
Complete daily allowance will be paid in case of oneday stay.
• The sum will be transferred to a bank account specified by the Guest.
• The Guest declares that he/she will not receive any additional funding from any other source for this task. In the case of early termination of the stay, excess funds are to be returned to TUB.
• The Guest has been informed of all safety regulations in connection with the research activity by the project manager. The Guest commits him/herself to obey these regulations. He/She is liable to TUB for any damage caused due to intentional or negligent action.
• The Guest is obliged to return the original travel documents and the hotel invoice to the project manager upon arrival in his/her home country.
• The Guest is obliged to declare all taxable earnings in his home country and take care of any other statutory deductions or contributions he/she may have to fulfil.
• The provisions of the contract do not constitute the establishment of an employment relationship with TUB.

................................................ Berlin, ......................... Berlin, ............... Im Auftrag

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Guest Scientist Project manager TU Berlin/ Der Präsident

(This sign. is only necess. in special cases)