

Registered business name and business ID	Telephone	Fiscal year (e.g., 1.1.-31.12.2023)
Contact person's name	Contact person's email	Website

<b>Gross sale of travel service combinations, €</b>				
<b>Tax exempt net turnover of travel service combinations, €</b>				
Departure month	Departure year	Departures, €	Number of travellers	Gift vouchers, €
January				
February				
March				
April				
May				
June				
July				
August				
September				
October				
November				
December				

**Tax exempt net turnover of travel service combinations, €**

For the purpose of invoicing the insolvency protection fee.

**Departures**

Enter (in full euros) the total amount of travel service combinations during the month in question.

NOTE! The total amount excludes packages sold on the basis of a general agreement for the arrangement of business travel.

**Number of travellers**

Enter the total number of travellers according to the month of departure.

**Gift vouchers**

Enter (in full euros) the total amount of unredeemed vouchers.

**The auditor will only confirm *Departures, €* and *Gift vouchers, €* (accountant, for businesses without the obligation to audit according to the Audit Act (1141/2015)).**

Payment terms	Booking fee's share of the combination's total value, %	Final payment, days before departure	Share of all travel service combinations, %
Payment term 1			
Payment term 2			
Payment term 3			
			<b>= 100%</b>

**Payment terms**

Enter the most commonly used payment terms (max. 3).

**Share of the combination's total value**

Enter the booking fee's percentage of the total value of the combination. If the trip is paid fully at the time of the booking, this is 100 %.

**Final payment**

Enter the due date of the final payment (days before departure).

**Share of all travel service combinations**

Enter the share (percentage) of each payment term in relation to all travel service combinations. Round off to 100%.

Signature and printed name (CEO or equivalent authorised signatory)	Auditor/accountant's signature, printed name and tel.
Date and place	Date and place