**Flexsystem ( Shanghai )**

姓名：

部门：

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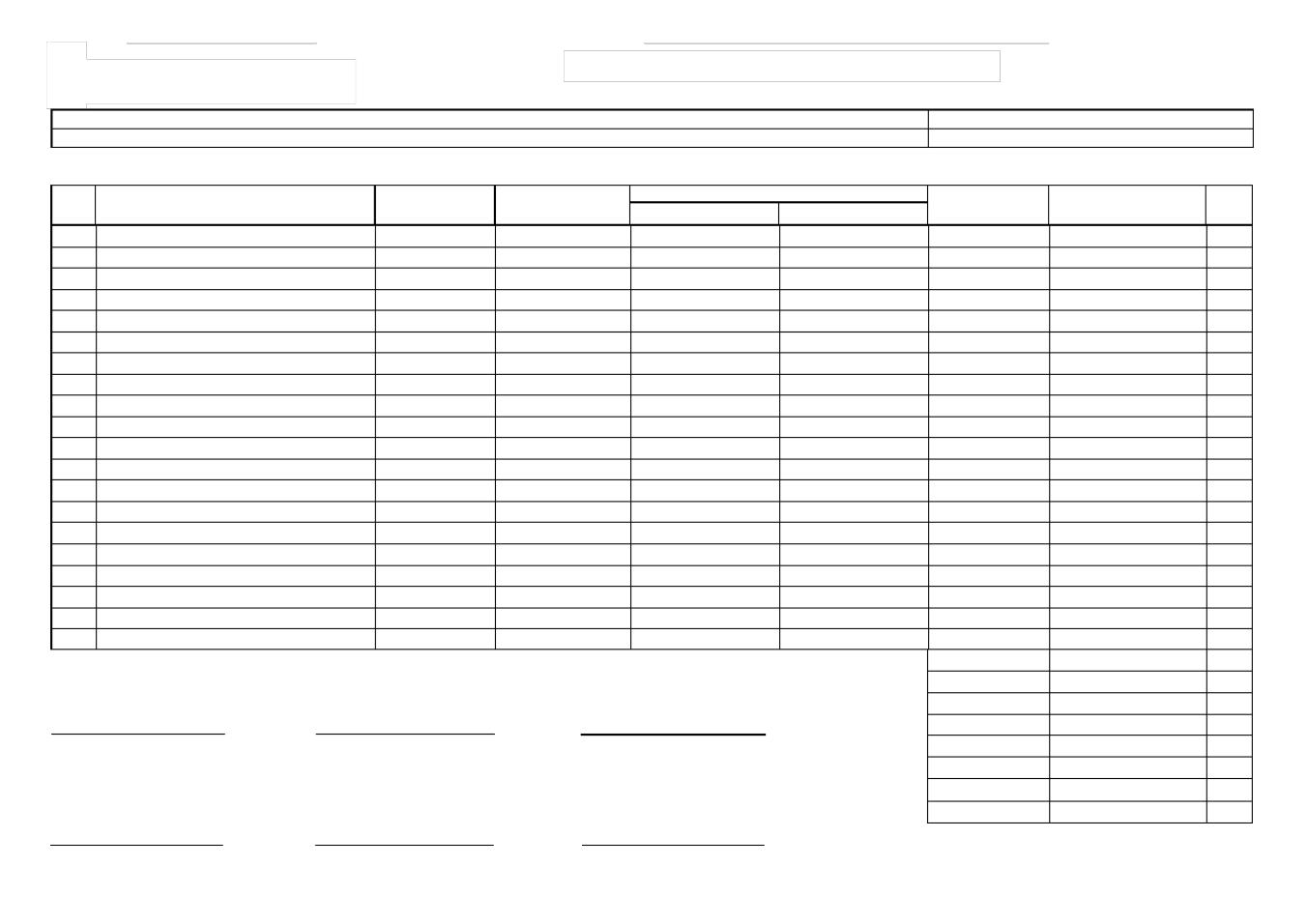
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部门主管签字

**EMPLOYEE TRAVELLING REIMBURSEMENT**



员工费用报销单

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  |  |  |  | 受款人： |  |  |  |  |
|  |  |  |  | 时间范围： | |  |  |  |
|  |  |  |  | 第1 | 页 | 共1 | 页 |  |
| 项 | 目 | （由 | 目的地（交通费请填列） | 金 额 | |  | 核 |  |
| 品 牌 | 财务人员填列） |  |  |  | 备 注 |  |
|  |  | 始发地 | 到达地 |  |  | 对 |  |
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财务总监签字 总经理签字 领款人签字