

To
 University of Natural Resources and Life Sciences, Vienna
 Personnel department
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Remuneration request Guest Professor

Particulars

Surname / first name / title	Birth date

Home address

Teaching

Course title	week hours per term
Remuneration in € € 2.127,- for 1 week hour per term	1

Please note that if the course is offered virtually, there will be no refund of traveling expenses or daily allowance!

Daily allowance

How long did you stay at BOKU? (days)	
Remuneration in €	
€ 200,- per day, maximum remuneration for 1 week hour per term is € 1.400,- (7 days)	2

Traveling expenses (please attach tickets)

Costs	Sum
Total	
Maximum refund (€ 500,- Europe or € 1.000,- global)	3

Total amount in €

+ +

=

Bank details for transfer

Account number (foreign countries IBAN):	
Bank (name)	Bank code number (foreign countries BIC / SWIFT):

date / signature

Tax information:

No income tax needs to be paid if your gross remuneration does not exceed € 2000,- (Double Taxation Agreement between your home country and Austria is required). But you are obliged to join an Austrian health insurance!

For a daily allowance of max. € 30,00 you do not need to pay taxes. If you get € 200,-- per day, you have to pay taxes on the difference to € 200,00.

Only for German citizens: you need not join an Austrian health insurance in Austria if you can prove an existing national insurance (medical and accident insurance and pension) in Germany (use the form A1 **before you start your lectures in Austria**).