**Salary form with time list
for individual assignments and meeting allowances**

|  |  |
| --- | --- |
| **Surname:** | **All first names and middle names:** |
| **Personal identity number:** |
| **Address:** | **Postcode:** | **City:** |
| **Bank account:** |
| **E-mail and** **telephone number:** |
| **Assignment:** |

Note: Tax information is obtained electronically.

**For internal use at HVL**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Lønsart | Tal timar | Timeløn | Sum | Konto | Kostn.stad | Prosjekt | Føremål |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |

**Attestation / referral**

|  |  |
| --- | --- |
| **Date:** | **Signature:** |
| **Date:** | **Signature:** |
| **Registration in SAP:** | **Employee number in SAP:** |

**Detailed specification of the assignment:**

|  |  |  |
| --- | --- | --- |
| **Date:** | **Time:** | **Number of hours:** |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

**Specification of committee work**

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Number of hours** | **Rate** | **Sum** |
| **The meetings** |  |  |  |
| **Work between meetings** |  |  |  |

|  |  |
| --- | --- |
| **Date:** | **Signature:** |

Both sides of this form must be sent to HVL.