



Programm für lebenslanges Lernen



Nationalagentur
Lebenslanges Lernen
National Agency for
Lifelong Learning

VAT¹ declaration form

I, the undersigned,
representative of the organisation:
address:
promoter/partner of the project:
hereby declare on my honour, on this date, that this organisation
(please tick the appropriate answer):

can recover VAT

can not recover VAT

Please indicate the VAT percentage (if several percentages exist please list also the respective types of goods and services for the different percentages) in your country. Please also state further comments below:

Furthermore I declare that the costs declared in the interim and final report for this project are calculated according to the national regulations (which this institution is subject to) as stated above.

Date:

Name and function of the authorised representative:

Signature:

Stamp:

PLEASE NOTE: Each partner has to fill in this form and thereby declare if the partner institution can recover VAT or if VAT is not deductible from invoices declared in the interim and final report of the project. The form has to be signed by a legal representative of the respective institution (same person who will sign the partner contract) and has to be annexed to the partner contracts (partner contracts plus annexes have to be sent to the National Agency **within three months** after signing the project contract).

¹ VAT (Value Added Tax) cannot, in any case, be charged to the project unless it is a final charge, i.e. a charge that is **not deductible and cannot be recovered** by the Beneficiary or the Partners. Like VAT, other types of taxation, duty or charges which may arise from Community financing are eligible costs if they are actually and finally borne by the parties concerned (cf. Administrative and Financial Guidelines — Annex III of the Grant Agreement concluded between the National Agency and the Beneficiary.)