**REEMBOLSO**

**Instruções**

1. O prazo mínimo para o reembolso é de 10 dias.
2. Deve ser anexado ao recibo de reembolso o pedido de referência que se aplica a solicitação (compra de material, passagem, hospedagem, alimentação, ou outro aplicável), com a respectiva nota fiscal e comprovante de pagamento / quitação (recibo, boleto).
3. Reembolso de bens / materiais permanentes só serão autorizados mediante consulta prévia a Diretoria da FAPE.

Lorena/SP, Clique aqui para inserir uma data.

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| |  | | --- | |  | | INFORMAÇÕES DO PROJETO | | |  |  | | --- | --- | | **COORDENADOR DO PROJETO** | | |  | | | **NOME DO PROJETO** | | |  | | | **DEPARTAMENTO** | | |  | | | **TELEFONE** | **E-MAIL** | |  |  | |

Solicito providências com vistas ao reembolso de despesas conforme dados abaixo:

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| |  | | --- | |  | | JUSTIFICATIVA | | |  | | --- | | **JUSTIFICATIVA DO REEMBOLSO** | |  | | **VALOR DO REEMBOLSO** | |  | |

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Assinaturas:

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Coordenador do Projeto Beneficiário

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Autorizador - FAPE