



RegioGraph **training courses**

Travel fee policy

In addition to the agreed-upon compensation for the course, we will also bill you for travel-related costs according to the policy outlined below. These payment conditions adhere to § 4 of the general terms and conditions of GfK GeoMarketing GmbH. We go to great effort to select the most economical travel options available in order to pass on this benefit to you.

- **Rail travel** – second-class ticket in addition to reservation fee of €4.00 per trip
- **Automobile travel** – €0.55 per traveled kilometer, but minimum daily charge of €80
- **Air travel** – economy class ticket according to actual costs incurred
- **Taxi, public transport** – remuneration according to actual costs incurred
- **Accommodation** – mid-range hotel according to actual costs incurred