Swiss Natural History Collections Network (SwissCollNet)

Financial report notice

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| INSTRUCTIONS - remove this box from the final document |
| This is the template file to submit your financial report notice  The notice should follow the structure provided. Please keep the titles and remove the text of the descriptions.  The notice needs to be submitted in ENGLISH.  This document has to be uploaded as a PDF when submitting the report online. |

1. Project details

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| --- | --- |
| Project number | SCNxxx-AA |
| Project title | Your text |
| Project start – end dates | mm.yyyy – mm.yyyy |
| Project duration (months) | xx months |
| Main grantee | First name, last name |

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| --- | --- |
| Reporting period | (mm.yyyy – mm.yyyy) |
| Report type | *(Tick the appropriate box)*  Intermediate report – 1  Intermediate report – 2  Final report (all projects) |

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| Description – to be removed from finalized report |
| Please, briefly describe to which purposes the SwissCollNet funds and provided matching funds were spent during the reporting period.  If there are significant deviations from the initial budget, please justify these there.  If you already submitted an intermediate report, only describe expenses and contributions for the period you are reporting on.  Maximum of 1500 characters (spaces included) |

1. Account notice

Your text (MANDATORY)