

Brainlab Guidelines for Reimbursement of Interview Travel

Thank you for your decision to apply to Brainlab and your time you will spend in interviews with us. We at Brainlab look forward to meeting you. For this, we will gladly reimburse your travel costs.

What costs does Brainlab reimburse?

Brainlab guarantees the reimbursement of travel expenses up to the cost of a 2nd class, round-trip ticket to and from Brainlab by train. If you decide to take the car to Brainlab, we will reimburse € 0.30 per kilometer, up to a maximum of a 2nd class train ticket.

In any other cases such as flight costs, overnight stays etc. please inform the Recruiting Team before booking.

How is the procedure for the reimbursement?

On our website <https://www.brainlab.com/career/jobs-at-brainlab/> you will find a form which will need to be filled out and returned to the Recruiting Team at Brainlab.

Brainlab AG
Human Resources / *Name of Recruiter*
Olof-Palme Straße 9,
81829 München

Please Note: Before making travel arrangements, know that you will be required to provide original receipts of travel tickets, boarding passes, hotel payments, etc. on the day of your interview.

For further questions please contact the Recruiting Team at +49 89 99 15 68 0. We will be glad to support!

Have a safe and pleasant trip; we are looking forward to your visit to Brainlab!

Travel Expenses Reimbursement Form

Personal Details

Name: _____

Address: _____

Bank Details

Account Holder: _____

Bank Name: _____

Bank Account Number: _____

BLZ: _____

IBAN: _____

SWIFT Code: _____

Date of Visit _____

Detailed List of Expenses

Total Expenses

_____ €

Date/Place _____ Signature _____