…………………………………………….................. Białystok, (date) ………………………………….

First name and surname

……………………………………………………………..

Organizational unit

**SUBSTITUTE ACCOUNTING DOCUMENT**

**STATEMENT**

I hereby declare that in relations with ……………………………………………………………………...............

………………………………………………………………………………………………………………………………………………..

the expenditure was incurred:

- type of expenditure: ………………………………………………………………………………………………………….

- for (counterparty's name)……………………………………………………………………………………………………..

………………………………………………………………………………………………………………………………………………..

- in the amount of: ……………………………………….in words…..…………………………………………………….,

for which I do not have a purchase document.

The reason for the lack of a document (lack of the possibility of obtaining a document) is ….

………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………

As a proof of my confirmation, I attach: a bill issued in my name / payment confirmation / electronic ticket with boarding cards \* / other ………………………….………………………………………....

…………………………………………………………………………………………………………………….............................

…………………………………………………………………

Signature of the person submitting the statement

**APPROVED**

**……………………………………………………**

Signature of the Rector / Chancellor \* Delete as appropriate