



# ABI travel regulations

ABI will reimburse the following travel expense items based on written proof upon the stated amount limitation.

## 1. Travel cost

car: 0,30 Euro/km net  
truck: 0,65 Euro/km net  
(notice: refundable as official tax rates)

## 2. Rental car

Cost based on cars from the Volkswagen group until category CLMR.

## 3. Train travel

national and international: 2nd class

## 4. Plane travel

national and international: economy class

## 5. Lodging (incl. breakfast)

national and international: 80,00 Euro/night net  
(possible higher lodging cost need prior written approval)

## 6. Daily allowance

During travel, the following daily allowance applies:  
More than 24 hours: 28,00 Euro/day net  
From 8 to 24 hours: 14,00 Euro/day net  
(notice: refundable as official tax rates)