

**APPLICATION FOR THE EMPLOYER'S CONSENT TO USE A PRIVATE ROAD MOTOR VEHICLE  
FOR A BUSINESS TRIP**

The employer (USB) agrees to the use a private vehicle instead of the designated means of public transport (stated in the Travel Order) during the business trip described below.

The employees will be reimbursed for the use of the private vehicle in the amount of the cost of travel by the designated public transport (Act No. 262/2006 Coll. 5157 (2))

Employee name and surname:			
Place of work:			
Business trip dates:			
Place of departure:			
Place of arrival:			
Car number plate:			
Type of vehicle:			
Number of valid accident insurance policy for the Czech Republic:		Valid until:	
Number of valid accident insurance policy for abroad:		Valid until:	
Names of co-passengers:			

In České Budějovice on

\_\_\_\_\_

Signature of the Employer representative:

\_\_\_\_\_

**Declaration**

I declare that the above data correspond to the actual situation and that the vehicle is covered by a valid accident insurance policy for the duration of the business trip.

In České Budějovice on:

Employees signature:

Check of the data related to the vehicle (to be confirmed by the faculty employee)  
(vehicle registration ID, accident insurance)

Check carried out by:

\_\_\_\_\_

Name and surname:

\_\_\_\_\_

Date and signature:

\_\_\_\_\_