

Confirmation of participation in a mandatory educational programme / vocational training

Surname, Name		Date of Birth:
Address (Street, ZIP, City)		
Name of the School or Training Institution		
Subject of education	Number of group members	Booking No. (filled out by the Hotel)

I hereby declare that my/our stay in Berlin from _____ to _____ is for educational / vocational training purposes.

For groups travelling together, the confirmation of the group leader on behalf of all group members will be sufficient.

Function of the signatory:

Headmaster / School Principle

Group leader

Other: _____

(Date and Place)

(Signature)

Note on data protection

The submission of this document to the accommodation establishment is voluntary and is intended solely for determining the tax liability. If requested by the authorities, the data collected will be redirected to the tax office of Marzahn-Hellersdorf, which reserves the right to verify the submitted information in individual cases.

In case the company/guest fails to agree with the above, the tax must be levied on principle. It is however possible to apply for a later refund by presenting proof of the professional expenses directly to the local tax office Marzahn-Hellersdorf.

By submitting this document to the accommodation establishment, the undersigned agrees, that all information provided within this form may be used for the above mentioned purposes.

Please note

The company/ guest will be held liable for the correctness and accuracy of the information. Providing false information to evade taxation may be prosecuted as a federal offense under German law.