



Erasmus+ Staff Training

Digital Film Making

Digital Film Making for Broadening the Landscape of Education

Erasmus+ KA1 Learning Mobility of Individuals - Staff Training Abroad



Call 2017 – Submission deadline: 2th February 2017 (12.00 CET)

Agreement between Sending Organisation and Receiving Organisation

■ Receiving organisation

Skills International GmbH

Oberfahrenbach 59, 8452 Grossklein, Austria

Website: www.skills-int.com

Legal representative: Mag. Andrea Fenz

PIC Code: 997663916

■ Legal representative and contact of the receiving organisation

Mag. Andrea Maria Fenz

Mobile: +436645359598

Email: fenz@skills-int.com

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Bankverbindung: Steiermärkische Bank und Sparkassen, Dietrichsteinplatz 15, 8011 Graz
Sort code 20815, Acct#. 00001-324797, IBAN AT902081500001324797, BIC STSPAT2G
Internet: www.skills-int.com

■ Venue

Enter here the course from the Skills International Erasmus+ KA1 staff training catalogue or agree on a group training with SKILLS

■ Date

Enter here the date from the Skills International Erasmus+ KA1 staff training catalogue or leave if open for the application

■ Target group

The course is structured for staff of adult or VET training organisations and schools who wish to build up staff capacities in the area of European project management and citizenship.

■ Duration of the course

40 hours of training is required in this structured course.

■ Roles and Responsibilities

In the KA1 application there is a division of roles and responsibilities.

- international travel is be responsibility of the sending organisation,
- sender should also buy online any bus or train communication from airport to hotel,
- travel on the spot would be responsibility of participant and would be reimbursed by sender
- the training fee is € 450 per person per week. For trainings in Austria 20% VAT will be added,
- food coffee tea lunch would be provided by the receiving organisation from their kitchens at average of € 100 per participant for all five days during workshop - payment to



be sent in advance by the sender. If special diet is required cost might change. Evening meals and meals on day of arrival and departure are responsibility of participants,

- organisation of accommodation is responsibility of sending organisation,
- venue rental is free,
- Certificates of Participation responsibility of receiving organisation for free,
- Europass CV and other Europass document organisation are responsibility of sender.

For the Applicant Organisation:

Signature of a legal representative of the Applicant (Sending) Organisation
with possibly stamp

Organisation

Address

Name

Position

Date

Place



For the Receiving Organisation:

Signature of a legal representative of the Receiving Organisation

Organisation Skills International GmbH

Address Oberfahrenbach 59, 8452 Grossklein, Austria

Name Mag. Andrea Maria Fenz

Position Director

Date 27th January 2017

Place Grossklein