

I am an Italian researcher, please help me.

While doing work abroad, I will not be reimbursed of any meal except if the following conditions are met by the invoice:

- The invoice must be printed and show a VAT code (or the equivalent in this country). By no means will hand-written receipts be accepted.
- There must be only one meal, for one person, in each invoice, and each diner needs to have his separate invoice.
- The invoice must clearly state what the goods were, i.e. 1 meal, including beverages. Detailed invoices can be exceptionally acceptable if they are not too long.
- The receipt must be in English or in another language understood by administrative staff.

Thanks for your help!