European Union Aviation Safety Agency

FAQ n.19345

FAQs:

E - Charging of travel costs, Fees & Charges — FAQ

Question:

E.1 - Are travel costs included in Fees and Charges?

Answer:

Where a certification task or service is conducted fully within the territories of the EASA Member States, the travel expenses are included in the respective fees or charges.

Where a certification task or service is conducted, fully or in part, outside the territories of the EASA Member States, the travel expenses will be charged to the applicant in line with the provisions of Annex Part VI to (EU) 2025/2347.

For training or training-related services delivered on-site (within our outside EASA Member States), the travel expenses will be charged to the recipient of the training in line with the provisions of Annex Part VI to (EU) 2025/2347.

All travel costs will be divided accordingly amongst applicants if an EASA staff member worked on more than one project during a single trip.

An itemized breakdown of costs will be provided without supporting documents (e.g. hotel bills, air fare) to protect the personal and financial data of EASA staff involved.

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Link:

https://www.easa.europa.eu/en/faq/19345