

## International Union of Pure and Applied Chemistry

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## **Obtaining IUPAC Financial Support**

- 1. The organizer should determine which individuals participating in the meeting are to receive financial assistance, and make a decision as to how the funding from IUPAC will be allocated. In most cases organizers will award each individual to be supported a fixed amount based on an estimate of travel and associated expenses.
- 2. The organizer should send to the Secretariat the names, postal addresses, and email addresses for the individuals receiving support, along with the amount allocated to each.
- 3. The Secretariat will send a Claim Form to each recipient designated by the organizer.
- 4. The individual receiving the funds should complete the Claim Form and return it to the Secretariat.
- 5. After the completed Claim Form is received at the Secretariat, the recipient will be sent his or her allocated amount by check or bank transfer as requested.

Any questions or concerns regarding Financial Support should be addressed to the IUPAC Secretariat (Secretariat @iupac.org).