

Staff Exchange Support Application Form

Please email completed form to admin@iag.global

IAG Member Firm _____

Name of Applicant _____

Host IAG Firm _____

Exchange Dates *From* _____ *To* _____

Direct Costs of Exchange (estimated):

Travel costs: _____ (flight “Economy” only)

Accommodation: _____ (brief details, e.g. flat / hotel etc.)

Other costs: _____

Estimated Total Direct Costs: _____

Other points for Board consideration:

_____ *(continue separately if necessary)*

Signed

(Applicant name: please sign and print)

(IAG Contact name: please sign and print)

NB. Any member of staff, or partner, of an IAG firm can be considered for staff exchange support from IAG Global. Any application must be supported by the member firm. Any costs relevant to the exchange can be considered by the Board. If a grant is made by IAG, it will be a contribution to direct costs, it will not cover the whole of them. Any grant will be paid to the member firm. Reciprocal exchanges are encouraged, but optional. The Board will always require, as a condition of granting support, a report on an exchange, in publishable form of c.500 words in English, and may require other individual conditions to be met.