



To: (Organization)
(Address.....)

CC: (Name of supervisor)

Turin,
(Date)

Pro-forma invoice, booking code no. [XXXXXX] qui andrà il booking code se confermate che è personale e legato alla persona)



“[Course title]”, [city (country) or online], [course dates], [activity code XXXXXX]

Participation fee for [Participant’s name]

USD [amount]

Bank Name: Citibank
Bank Address: 111 Wall Street, New York, NY 10043. USA
Branch Number:940
Currency: USD
SWIFT Address: CITIUS33
ABA Number: 021000089
Account Name: United Nations System Staff College (UNSSC) USD Account
Account Number: 36347479

Note:

- 1 -All bank charges should be absorbed by the PAYER**
- 2 -Please indicate in the purpose of payment: UNSSC INV. BOOKING CODE NO. [XXXXXX]**
- 3- Copy of proof of payment to be sent to the following email address: payments@unssc.org**