



NATIONAL INDUSTRIAL TRAINING AUTHORITY

Commercial Street, Industrial Area
 P.O. Box 74494-00200
 NAIROBI, KENYA
 Tel: 0772292488, 0753244676, 0202695586, 0202695589, 0720917897, 0736290676
 Email: directorgeneral@nita.go.ke Website: www.nita.go.ke

EMPLOYER'S STAMP

CLAIM FORM FOR REIMBURSEMENT OF EXPENSES FOR APPROVED TRAINING FOR PERFORMANCE IMPROVEMENT

Name of Employer.....Industrial Training Levy Registration No.....

P.O Box.....Tel. No.....E-mail.....

Name of nominee	Course Title	Training Provider	Course Dates	Course expenses						
				Tuition	Exam	Fare	Books	Accommodation	Meals	Total
GRAND TOTAL										

Name of authorizing officer.....

Designation.....Signature.....Date.....

For official use only:

Comments.....Name.....Signature.....Date...