

How to Get your Refund from GOING NOWHERE S.L.

Before the Event

Step 1: Get an Invoice for Everything You Buy

If You Are Self-Employed in Spain:

- ✓ Get proper invoices with **your name, address, tax info, and NIF number if necessary.**

If You Are an Individual or Self-Employed Anywhere Else:

- ✓ Get proper invoices!

Good to know:

- ✓ As a general rule: **No proof, no refund.** We can only reimburse expenses (materials & transportation costs) incurred for creating your art piece with proof of purchase.
- ✓ If unsure, **ask before buying:** art@goingnowhere.org. It would be too late after purchase!
- ✓ If an invoice is not possible, a clear receipt can be accepted.

Invoice has your (company) name on it. You have to ask for it or download it online separately. *Example:*

DESCRIPTION	QUANTITY	UNIT PRICE	SUB TOTAL
Base Foot - 15 pack	1	€45.83	€45.83
Ground Anchor - pack of 20	2	€10.00	€20.00
Shipping	1	€5.00	€5.00
		TOTAL	€70.83
		VAT (20%)	€14.17
PAID VIA MASTERCARD 18/6/24		GRAND TOTAL	€85.00

Receipt: Is the print out at the cashier at purchase. *Example:*

BAUHAUS

BAUHAUS Gesellschaft für Bau- und Hausbedarf mbH & Co. KG Süd
NL 649 - Marie-Curie-Str. 2
78224 Singen

07731/9302-0
UstId: DE142099795
Lieferdatum = Rechnungsdatum

*** Kundenbeleg ***

AKKU-SCHLAGBOHRSCHE	229,00	1
SPANPL FLAK VERZINKT	10,62	1
GROSSR. PAINT SPLATT	4,95	1
EXTRA POWER UNIVERS.	9,89	1
UNIVERSAL KRAFTBAND	4,95	1
GROSSROLLE UNICORNS	4,95	1
SUMME IN EUR	264,36	

V-Pay 264,36
** Kundenbeleg **
Bauhaus GmbH & Co. KG
NL 649
Marie-Curie-Str. 2
78224 Singen

Datum: 27.06.2019
Uhrzeit: 19:09:21 Uhr
Beleg-Nr.: 7893
Trace-Nr.: 009019

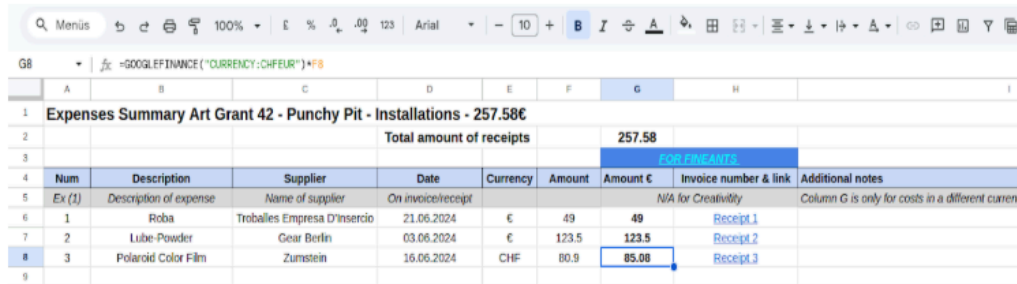
Step 2: Keep/save All Receipts

- ✓ **Scan or photograph each receipt** (PDF or JPEG, one per file. Only selfies - no group photos!).
- ✓ **No screenshots of payment confirmations or payment confirmation emails.** Proper invoices only.

After the Event

Step 3: Compile the Receipts

- ✓ Fill in the **overview Excel**: [LINK](#).



Num	Description	Supplier	Date	Currency	Amount	Amount €	Invoice number & link	Additional notes
Total amount of receipts						257.58		
1	Roba	Troballes Empresa D'insercio	21.06.2024	€	49	49	Receipt 1	
2	Lube Powder	Gear Berlin	03.06.2024	€	123.5	123.5	Receipt 2	
3	Polaroid Color Film	Zumstein	16.06.2024	CHF	80.9	85.08	Receipt 3	

- ✓ Save **each invoice file separately**, named with its number from the Excel file, if possible.
- ✓ Put everything into **one ZIP file** (total must match your claim).

Step 4: Submit your Reimbursement Request via Email before Oct 1st, 2025

If You Are Self-Employed or own a company in Spain ONLY:

- ✓ Write a **summary invoice** as an “autónomo” or from your company addressed to GOING NOWHERE S.L. Make sure to include your full name, full address in Spain and NIF. And in the case of self-employed, correct IRPF calculations and VAT (IVA).

GOING NOWHERE S.L.

**Carrer Fra Bonaventura Gran 20
08224 Terrassa, Barcelona (Espanya)
NIF: B67398693**

- ✓ Send the complete ZIP file with invoice pics, excel summary and summary invoice to Nowhere to art@goingnowhere.org

Otherwise - You are an Individual or Self-Employed Outside of Spain:

- ✓ Write one summary reimbursement request (or invoice) addressed to GOING NOWHERE S.L.. Make sure that you include your full name, full address and the refund amount with no VAT.

GOING NOWHERE S.L.

**Carrer Fra Bonaventura Gran 20
08224 Terrassa, Barcelona (Espanya)
NIF: B67398693**

- ✓ Please submit a **reimbursement request** by sending the complete ZIP file with invoice pics and the excel summary to art@goingnowhere.org

Done! We'll process it ASAP. If we have questions, we'll reach out.

A quick note: As a Spanish company, Nowhere follows local laws and taxes. That means grant expenses need to be justified to the government. This is why we have this exacting refund guide document for you! :-)

Example Invoice to Nowhere from a Spanish company:

Going Nowhere SL
Bonaventura Gran 20

Terrassa
08224

Tel: [REDACTED]
E-mail: [REDACTED]
Lloc web: [REDACTED]
NIF: [REDACTED]
IBAN: [REDACTED]

Factura

NIF / CIF	Referència	Data de la factura	Data de venciment	Número factura
ESB67398893		12-07-[REDACTED]		

Codi	Descripció	Preu	IVA %	Codi IVA	Total excl. IVA
INSTA1	Instal [REDACTED] [REDACTED] NW 2024 ART INSTALLATION	[REDACTED] €	21%	R21	[REDACTED] €

Total sense IVA [REDACTED] €
IVA 21% [REDACTED] €

Total [REDACTED] €

[REDACTED]
IBAN Banc Sabadell: [REDACTED] Swift Code: [REDACTED]

IBAN BBVA: [REDACTED]

Swift Code: [REDACTED]