

# Currency Conversion for Travel Claims

## Introduction


All currency entered into Web TPAX must be in US Dollars (USD). When travelling internationally, make sure any foreign currency is converted before submitting your claim.

## Before you begin

Always use: <https://www.oanda.com/currency/converter/> to input the value of the foreign charge at the time of payment and then convert to USD. The date **MUST** be the date of payment, not the date of expenditure. Some foreign long-term lodging locations require periodic payments and each of those payments would have to be computed separately.

Upload the receipt(s) and screenshot(s) of the OANDA site with your claim.

## Sample Receipt

																																							
Marine Sergeant Cmr 123 Box 1234 Apo NJ 09703-0030 United States																																							
<b>Date:</b> 12-07-16 <b>Room No:</b> 317 <b>Arrival:</b> 09-07-16 <b>Departure:</b> 12-07-16 <b>Adults / Child. / Inf</b> Terms of Stay 1 0 0 BB																																							
Page No: 1 of 1																																							
DATE	DESCRIPTION	REFERENCE	DEBITS	CREDITS EUR																																			
09-07-16	Accommodation		170.00	0.00																																			
10-07-16	Accommodation		170.00	0.00																																			
11-07-16	Accommodation		170.00	0.00																																			
<b>TOTAL</b>			510.00 EUR	510.00 EUR																																			
<b>BALANCE</b>			0.00																																				
<table border="0" style="width: 100%;"> <thead> <tr> <th></th> <th>Net Amount</th> <th>Vat</th> <th colspan="2">Gross</th> </tr> </thead> <tbody> <tr> <td>VAT 0%</td> <td></td> <td>0.00</td> <td>0.00</td> <td>0.00</td> </tr> <tr> <td>VAT 8%</td> <td></td> <td>0.00</td> <td>0.00</td> <td>0.00</td> </tr> <tr> <td>VAT 9%</td> <td>467.89</td> <td></td> <td>42.11</td> <td>510.00</td> </tr> <tr> <td>VAT 18%</td> <td></td> <td>0.00</td> <td>0.00</td> <td>0.00</td> </tr> <tr> <td>VAT 19%</td> <td></td> <td>0.00</td> <td>0.00</td> <td>0.00</td> </tr> <tr> <td><b>TOTAL</b></td> <td><b>467.89</b></td> <td><b>42.11</b></td> <td colspan="2"><b>510.00 EUR</b></td> </tr> </tbody> </table>						Net Amount	Vat	Gross		VAT 0%		0.00	0.00	0.00	VAT 8%		0.00	0.00	0.00	VAT 9%	467.89		42.11	510.00	VAT 18%		0.00	0.00	0.00	VAT 19%		0.00	0.00	0.00	<b>TOTAL</b>	<b>467.89</b>	<b>42.11</b>	<b>510.00 EUR</b>	
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# Currency Conversion for Travel Claims, Continued

## Sample Currency Conversion Screenshot

### Currency Converter

Currency Converter
Historical Exchange Rates
Live Exchange Rates
[print](#)

**Currency I Have:**

EUR Euro EUR ▾

**AMOUNT:** I have this much to exchange

510.00

**Currency I Want:**

USD US Dollar USD ▾

**AMOUNT:** I want to buy something at this price

548.066

INTERBANK +/- 0%
DATE:
Dec 7, 2016
[HELP](#)

Rate Details
Traveler's Cheatsheet

#### EUR/USD Details

EUR/USD for the 24-hour period ending **Tuesday, Dec 6, 2016** 22:00 UTC @ +/- 0%

Selling 510.000 **EUR** → you get **548.066 USD**

Buying 510.000 **EUR** → you pay **548.138 USD**

#### Rate Details

EUR/USD for the 24-hour period ending **Tuesday, Dec 6, 2016** 22:00 UTC

	Bid <span style="font-size: x-small;">Sell 1 EUR</span>	Ask <span style="font-size: x-small;">Buy 1 EUR</span>
MIN	1.06977	1.06992
AVG	1.07464	1.07478
MAX	1.07847	1.07861

These values represent the daily average of the Bid and Ask rates OANDA receives from many data sources.

#### Recent Trends

EUR/USD average daily bid prices

Dec 13, 2016: 1.0629

30 days
 60 days
 90 days

[INTERACTIVE GRAPH](#)