Requesting clarification on a travel expense or equipment fee · What to do when the process gets stuck?

For: Platformski radnik kod poslodavca · Platformski rad preko vlastitog obrta

Practical business guidance · Reviewed: 2026-11-22

Applicability: According to the profile and circumstances of the described case.

If a document is missing, ask for confirmation of which evidence the other party will accept.

When a plan meets an obstacle

Check whether the item is covered by a contract, a special act or an arrangement.

Save the expense document, the request and the date of approval or rejection.

Working example · Requesting clarification on a travel expense or equipment allowance

Compare the basis with the way the item is calculated in the report.

Specific next steps

1. Check whether the item is covered by a contract, a special act or an arrangement.
2. Save the expense document, the request and the date of approval or rejection.
3. For recurring expenses, use a separate record with a monthly overview.

Limits of application

Apply the guideline to your documents and working methods.

Original page

https://adriatrends.hr/poslovni-vodic/en/pitanja/praksa-plat-prijevoz-naknada-problem