

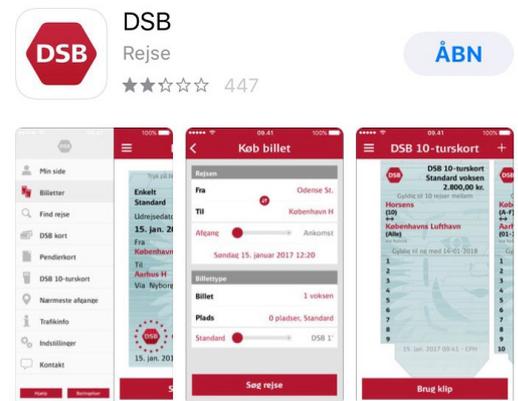


# DSB Train tickets

## How to buy via the DSB App and the DSB-Erhverv portal

### Before your first use

- On your smartphone, install the DSB App.
- Get registered in the DSB-Erhverv Portal:  
Contact Tove Susanne Nadolny, ([nadolny@sdu.dk](mailto:nadolny@sdu.dk)) with the following information:
  1. **Your email** - either your IMADA-mail or your private mail. It just has to be the email registered in your DSB app).
  2. **Your cell-phone number.**



**THIS STEP IS VERY IMPORTANT - PLEASE GET REGISTERED WELL IN ADVANCE BEFORE YOU TRAVEL**

- Open the DSB App.
- In the settings, write your email and cell phone number. You then have to verify with an SMS code.

### How to buy train tickets and seat reservations

- Open the DSB App. Order tickets as you do it for private means. At the payment-page, you choose Invoice (in Danish: "Faktura") and the invoice will be sent to SDU.

- Here you enter **account number/project name** and the **purpose** of your travel with DSB, e.g. "ASLO Conference in Spain", "NN meeting at KU".

Be as specific as you can! - You can write in total 80 characters (with space).

This info is transferred to the invoice.

If you do so:

**YOU DO NOT NEED TO FORWARD TICKETS OR DOCUMENTATION**

