

Address of contractor:

\_\_\_\_\_

To:

Testadresse  
Testadresse  
Testadresse  
Testadresse  
Testadresse

Date:

**Request for Payment of Subsidy**

**on the research stay dated**

**on the topic .....**

Dear Sirs,

please effect payment as specified

below:..... Euro.

Date/Period of Completion of Contract:	
Project No. / Accountancy Office:	
Tax and Revenue Office: <i>(full address)</i> <i>(ignore if contractor is not a german citizen)</i>	
Country of Origin: <i>(if contractor is not a german citizen)</i>	

Please transfer the above amount to my bank account at:

Name of Bank:	
IBAN / Account Number:	
BIC / Bank Routing Number:	

\_\_\_\_\_  
Date / Signature of Visiting Researcher

**The visiting researcher has spend his / her research visit at the hosting institution during the contractually agreed time.**

\_\_\_\_\_  
Date / Signature  
**Project Manager**  
for third-party funded projects

\_\_\_\_\_  
Date / Signature  
**Authorising Authority**  
Administrative approval for projects  
financed from University funds