

Address of contractor:

To:
Humboldt- Universität zu Berlin

Date:

D - 10099 Berlin

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:	
Account Number:	
Bank Routing Number:	
IBAN and Swift-Code: <i>(if contractor is not a german citizen)</i>	

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