



Department of Mechanical Engineering, IISc, Bengaluru

Research facility user request form- ***Internal***

Email: facilitymanager.me@iisc.ac.in, Contact: 080-2293-2903



Date: _____

To,

The Financial Controller, IISc.

Dear Madam/Sir,

Sub: Transfer of funds to Mechanical Engineering Common Research Facility Account.

I would like to make the following transfer of funds.

From Debit Head (SAP#) : _____
To ME Debit Head : **CF/OTHR-22-0002.03(Contingency)**
Amount : Rs _____
In words : _____
Facility Used (With code : _____
number mentioned in _____
ME website) _____ Hours of Use: _____

Kindly do the needful. Thanks, and best regards.

Project Investigator/Chairman

Signature

Name of the Faculty member & Department : _____
Name of the person using the facility : _____
Contact number : _____

Note: Please submit the original document to the ME Office.