

## **Fund Transfer Request for Machine Tools and Metrology Lab Usage Charges**

(for IITB User )

### **Details of the user (student or employee):**

Name & Address :

Roll or personal identification number :

Room no. & Hostel :

Department/Center :

Mobile number :

Brief description of work :

Name of the facility Used :

Facility charge (For users) :

Signature certifying work completion :  
(with date)

### **Authorization of the Paying Authority (PI or HOD):**

Name :

Designation :

Project from which payment is made :

Signature to authorize payment :

### **Request to IRCC:**

Please refer the above authorization of the PI/HOD for using the Facilities of Machine Tools and Metrology Lab and transfer an amount of Rs.: \_\_\_\_\_ to Project No. to **RI/0816-FACMTNML-001 ('Facilities in machine tools and metrology lab')**

Regards,

Prof. Ramesh Singh  
Machine Tools Lab  
Dept. of Mechanical Engineering