



Universität Regensburg

application for payment of guest lecture funds
(corresponding announcements or evidence are attached)

The guest lecture allowance is to be paid to the following person:
(from 1.000 Euro please invoice via fee contract):

Table with 2 columns: label (surname, forename, home address, Date of birth, Tax identification nr, Title of the lecture, Day of the lecture, Amount, account holder, Bank, IBAN, BIC, travel expense/receipts) and empty input field.

receipt for cash payment / amount received:

signature of the speaker

date

responsible chair:

Financing:

Table with 3 columns: Kapitel, Title, Project / cost center. Includes fields for Type of cost, Cost category (Kostenart) 63901, KoTr., ZP, Date, signature of assessor, and amount in Euro.

By internal mail to department II/51 invoice registry or by email to: rechnungsregistratur(at)uni-regensburg.de

For payments to guests residing abroad, please attach the payment order attachment to the application