



UTM
UNIVERSITI TEKNOLOGI MALAYSIA

School of
Professional and
Continuing
Education
(SPACE)

**DIVISION OF RESEARCH
MANAGEMENT AND LEARNING
RESOURCES**

UTMSPACE/UPP/F/001
Pindaan: 0

PAYMENT APPLICATION FORM
Borang Permohonan Pembayaran

Note: Kindly submit to Research Management Unit before the closing date.
Please fill Section 1 to 4 and tick in the appropriate box

1. PROJECT LEADER'S PARTICULARS											
<i>Maklumat Ketua Projek</i>											
Name (with designation) <i>Nama (dengan gelaran)</i>				Staff No. <i>No. Pekerja</i>							
NRIC / Passport No. <i>No. I/C / Passport</i>						Nationality <i>Warganegara</i>					
Office Telephone No. <i>No. Telefon Pejabat</i>						E-mail Address <i>Alamat Email</i>					
Hand phone No. <i>No. Telefon Bimbit</i>						Staff Classification <i>Klasifikasi Staf</i>		<input type="checkbox"/> Permanent / Tetap <input type="checkbox"/> Contract / Kontrak			
Unit / Division <i>Unit / Bahagian</i>											
2. RECIPIENT PARTICULARS											
<i>Maklumat Penerima</i>											
Name (with designation) <i>Nama (dengan gelaran)</i>					Email :						
Hand phone No. <i>No. Telefon Bimbit</i>			Bank Name:		Account No:		Amount Amaun :				
3. TYPE OF CLAIMS											
<i>Jenis Tuntutan</i>											
Advanced Payment <i>Pendahuluan</i>		Participation Fees / Yuran Penyertaan				Travel Advance / Pendahuluan Diri @ Perjalanan				Honorarium For Visiting Professor / Saguhati untuk Professor Pelawat	
		<input type="checkbox"/>	<i>National Dalam Negara</i>	<input type="checkbox"/>	<i>International Luar Negara</i>	<input type="checkbox"/>	<i>National Dalam Negara</i>	<input type="checkbox"/>	<i>International Luar Negara</i>	<input type="checkbox"/>	<i>Telegraphic Transfer Pindahan Telegrafik</i>
Payment Claim <i>Tuntutan Bayaran</i>		<input type="checkbox"/>	<i>Local Order / Invoices Pesanan Tempatan / Inbois</i>	<input type="checkbox"/>	<i>Travelling Claims Tuntutan Perjalanan</i>	<input type="checkbox"/>	<i>Reimbursement of Money Bayaran Balik Wang</i>	<input type="checkbox"/>	<i>Wages / Honorarium / Student Working Scheme / Overtime Claims Upah / Saguhati / Skim Pelajar Bekerja/ Tuntutan Kerja Lebih Masa</i>		
		<input type="checkbox"/>	<i>Miscellaneous Advance Pendahuluan Pelbagai</i>	<input type="checkbox"/>	<i>Internal Vote Transfer Pemindahan Vot Dalam</i>	<input type="checkbox"/>	<i>Payment to Oversea Bayaran Ke Luar Negara</i>	<input type="checkbox"/>	<i>Returning Receipts for Miscellaneous Advance Pemulangan Resit Pendahuluan Pelbagai</i>		
4. APPLICATION PARTICULARS											
<i>Maklumat permohonan</i>											
Vote Number <i>No. Vot</i>						Funds (year) <i>Tabung (Tahun)</i>		PDF: _____			
V Series <i>V siri</i>											
Description : <i>Diskripsi :</i>						Project End Date <i>Tarikh Tamat Projek</i>					
VERIFIED BY PROJECT LEADER											
<i>Disahkan oleh Ketua Projek</i>											
Name : <i>Nama :</i>					Signature : <i>Tandatangan :</i>						
Designation : <i>Gelaran :</i>					Date : <i>Tarikh :</i>						
VERIFIED BY DIVISION OF RESEARCH MANAGEMENT AND LEARNING RESOURCES											
<i>Disahkan oleh Bahagian pengurusan penyelidikan dan Sumber Pembelajaran</i>											
Name : <i>Nama :</i>					<input type="checkbox"/>	Supported <i>Disokong</i>		Signature : <i>Tandatangan :</i>			
Unit Stamp : <i>Cop Unit :</i>					<input type="checkbox"/>	Not Supported <i>Tidak Disokong</i>		Date : <i>Tarikh :</i>			
VERIFIED BY ASSOCIATE CHAIR (DEVELOPMENT)											
<i>Disahkan oleh Timbalan Pengerusi (Pembangunan)</i>											
Name : <i>Nama :</i>					<input type="checkbox"/>	Approved <i>Diluluskan</i>		Signature : <i>Tandatangan :</i>			
Unit Stamp : <i>Cop Unit :</i>					<input type="checkbox"/>	Not Approved <i>Tidak Diluluskan</i>		Date : <i>Tarikh :</i>			

VERIFIED BY GENERAL MANAGER (FINANCE DIVISION)*Disahkan oleh Pengurus Besar (Bahagian Kewangan)*

Name : <i>Nama :</i>		<input type="checkbox"/>	Supported <i>Disokong</i>	Signature : <i>Tandatangan :</i>
Unit Stamp : <i>Cop Unit :</i>		<input type="checkbox"/>	Not Supported <i>Tidak Disokong</i>	Date : <i>Tarikh :</i>