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|  | | IE 477 – IE 478 Systems Design  **Ödeme İsteği Formu** *Reimbursement Form*  Son güncelleme tarihi 2024-03-06 | | | | | | | | | | | |
| **1. PROJE VE GRUP BİLGİLERİ** *Project and Group Information* | | | | | | | | | | | | |
| **1.1 PROJE KODU**  *Project Code* | |  | **1.2 GRUP NO** *Group Number* | | | |  | | | **1.3 ÖĞRENCİ SAYISI**  *Student Count* | |  |
| **1.4 ŞİRKET**  *Company* | |  | | | | **1.5 BULUNDUĞU ŞEHİR**  *Company City* | | | | |  | |
| **1.6 AKADEMİK DANIŞMAN**  *Academic Advisor* | |  | | | | | | | | | | |
| **1.7 DERS KOORDİNATORÜ**  *Course Coordinator* | |  | | | | | | | | | | |
| **2. ÖDEME DETAYLARI** *Reimbursement Details* | | | | | | | | | | | | |
| **2.1 ÖDEME AMACI**  *Reimbursement Purpose* | | **Şirket Ziyareti (İmzalı toplantı notunu ekleyin.)**  *Company Visit (Attach signed meeting minutes.)* | | | | | | | | **Kırtasiye/Malzeme Alımı**  *Purchase Equipment/Stationary* | | |
| **2.2 SEYAHAT TARİHİ**  *Date of Travel* | |  | **2.3 GİDİLEN MESAFE**  *Distance Travelled* | | | | |  | |  | | |
| **2.4 GİDİLEN ARAÇ(LAR)**  *Mode(s) of Travel* | |  | | | | | | | |  | | |
| **2.5 ALINAN MALZEME(LER)**  *Purchased Item(s)* | |  | | | | | | | |  | | |
| **3. FATURA BİLGİLERİ** *Invoice Details* | | | | | | | | | | | | |
| **3.1 FATURA ADETİ**  *Number of Invoices* | |  | | **3.2 FATURA TARİHİ**1 *Invoice Date* | | | | |  | | | |
| **3.3 TOPLAM TUTAR**  *Total Amount* | |  | | 1**Faturaların asıllarını bir hafta içinde bu form ile birlikte teslim ediniz.**  *Submit the invoices attached to this form within one week.* | | | | | | | | |
| **4.ÖDEME YAPILACAK KİŞİ** *Payee* | | | | | | | | | | | | |
| **4.1 ADI SOYADI**  *Name and Last Name* | |  | | | | | | | | | | |
| **4.2 CEP TELEFONU**  *Mobile Phone Number* | |  | | | **4.3 E-POSTA**  *Email* | | |  | | | | |
| **4.4 BANKA ADI**  *Name of the Bank* | |  | | | | | | | | | | |
| **4.5 IBAN NO**  *IBAN Number* | |  | | | | | | | | | | |
| **4.6 TARİH VE İMZA**  *Date and Signature* | |  | | | | | | | | | | |
| **5. ONAYLAYAN** *Approved by* | | | | | | | | | | | | |
| **5.1 ADI SOYADI**  *Name and Last Name* | |  | | | | | | | | | | |
| **5.2 ÜNVANI**  *Title* | |  | | | | | | | | | | |
| **5.3 TARİH VE İMZA**  *Date and Signature* | |  | | | | | | | | | | |
| **6. MALİ İŞLER MÜDÜRLÜĞÜ KULLANIMI İÇİN** *For the use of Financial Affairs Office* | | | | | | | | | | | | |
| **6.1 BÖLÜM**  *Department* | | Endüstri Mühendisliği | | | | | | | | | | |
| **6.2 BÜTÇE KODU**  *Budget Code* | | 1.11.2.2.1 | | | | | | | | | | |