



**Central Instrument Facility, IIT (BHU), Varanasi-221 005**  
**External Requisition Form FT-IR**



Nature of Work: UG/PG/PhD./ Project/ Consultancy/ Industry. (Pl. Tick)

Req. No. :

User Information

Name of Indenter: .....

Name of Supervisor/PI (in case of PhD/Dissertation/Project): ..... Employee ID: .....

Name of Department/School: .....

Full address for communication: .....

Phone Number: ..... Email: .....

Date: .....

Number of Samples: .....

**Signature of the indenter**

**Sample requirement:** Powder – 100 mg; Liquid – 10 ml; Solid – 20 micron (1 cm x 1 cm)

<i>Sl. No.</i>	<i>Sample Name</i>	<i>Transmittance / Absorbance / Reflectance</i>	<i>Sampling Technique: KBr / ATR</i>	<i>Resolution</i>	<i>No of Scan</i>
1					
2					
3					
4					
5					

Sample required be to preserve or not: Yes/ No (If NO mode of disposal): .....

Special request (if any): .....

Signature & Remark of Operator: ..... Date & Time.....

✂

Payment in Demand Draft Only (**In the favour of Registrar, IIT(BHU), Varanasi**)

Payment: **DD No.:** \_\_\_\_\_ **Amount:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Bank Name & Branch:** \_\_\_\_\_

*Pl. Deduct Rs.*

**Signature of Professor In charge(CIF):**

**Faculty Member/PI/HOD**  
**Signature with seal**

**FOR USE IN FINANCE OFFICE**

**Expenditure may be debited/credit to:**

Major Budget Head: **Special Fund**

Minor Budget Head: **Income for CIFIC**

**PASSED FOR PAYMENT/ ADJUSTMENT**

For Rupees.....

**Asst.                      S.O.                      A.R.                      D.R.**