



Central Instrument Facility, IIT (BHU), Varanasi-221 005
Internal Requisition Form PCB Prototyping



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:

Signature of the indenter

Description of Circuit	1	2	3	4	5
Number of Layers: Single/Double					
Thickness of Substrate (FR4):					
Thickness of Copper Layer:					
File Format:					
Drill Size (Min to Max)					
Size of FR4 (Max 229mm ×305mm)					
Design Type					
Top File/ Bottom File					
Drill File: Yes/ No					
Pro-conduct: Yes/ No					

Special request (if any):

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

✂ - - - - -

Requisition Number (CIF Office will provide) :

Payment:

A. From Faculty Research Support Grant /Project Contingency/ CPDA etc. (Pl. Tick)

(In case of project: Pl. Provide Project code:

B. Department/School Operating Grant

Pl. Deduct Rs. from the grant as marked above. For A: **Faculty Member/PI** For B: **HoD/Coordinator**
Signature with seal

Signature of Professor In charge(CIF):

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.