

แบบฟอร์ม RMD 16/2562



No. ..........................................

<Month> <Date>, <Year>

<Receiver Name>

<Title/Position>

<Address>,

<Email: ……………..>

Subject: Transfer the left over budget for project entitled “< Project’s name >”

Dear <Full Name/Position>,

On behalf of Mahidol University, I am pleased to inform you that Mahidol University transferred all the left over budget to <Funding organization’s name>; the amount of <amount of budget>, for project entitled “<Project’s name>”, which <PI’s name> from the <Department>, <Faculty>, Mahidol University is a principal investigator (PI). The project period is started from <Date> to <Date> with amount of grant is <amount of budget> and <PI’s name> has completely finished his/her research project. Please find the copy of remittance as the enclosed document.

If you require any further information, please contact <PI’s name> by <Email> or by telephone <Tel. no.> and copied to < Prof. Wachira Kochakarn>, Acting Vice President for Research and Scientific Affairs, Email: opresearch@mahidol.ac.th.

Thank you for your kindly support and process accordingly.

Yours sincerely,

Prof. Wachira Kochakarn, M.D. FACS.

Acting Vice President for Research and Scientific Affairs

Mahidol University