Sender: name, address

University Hospital Zurich

Swiss HIV Cohort Study

Division of Infectious Diseases

Danièle Perraudin

Rämistrasse 100 - RAE U 94

8091 Zürich

, *(place, date)*

**Final report of the SHCS research project no.**

(*titel*)

Dear Mrs. Perraudin,

The SHCS project       is finished and the following publication was accepted/published:

(*titel of the publication*)

     (*authors*)

Please find below the final financial report and enclosed the copies of the original bills, salary details and the CD with the raw data, statistical programs, figures and result summaries (*delete if not applicable*).

|  |  |  |
| --- | --- | --- |
| ***items*** | ***budget in CHF*** | ***costs in CHF*** |
| cost details | 00.00 | 00.00 |
| cost details | 00.00 | 00.00 |
| cost details | 00.00 | 00.00 |
| 20% / 50% installment |  | 00.00 |
| **requested from the SHCS** | **00.00** | **00.00** |

We kindly ask you to pay the amount of **CHF** on the following account:

(bank address and account details)

**or**

Please provide us with the information for sending you an invoice.

Best regards,

name and signature of responsible investigator