

**HEALTH RESEARCH ETHICS COMMITTEE 1 AND 2**

**PAYMENT INSTRUCTION: INDUSTRY-SPONSORED CLINICAL TRIAL**

**2024**

*(INFORMATION SHOULD BE TYPED)*

Please submit the completed form with your HREC application

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| **SECTION 1: DETAILS OF PRINCIPAL INVESTIGATOR** |
| **Title, First name, Surname:**  | **SU number:**  | ***PROJECT ID NUMBER/ETHICS REFERENCE NO*** |
| **SECTION 2: COMPANY DETAILS** |
| **Name of Company** |  |
| **Company Registration number** |  |
| **VAT registration number** |  |
| **Postal address** |  |
| **Postal code** |  |
| **Physical address** |  |
| **Facsimile number** |  |
| **Contact person/monitor** |  |
| **Contact number** |  |
| **Email address** |  |
| **Protocol number** |  |
| **Site** |  |
| **SECTION 3: HREC CONTACT PERSON TO WHOM PAYMENT INSTRUCTIONS SHOULD BE FORWARDED**  |
| Contact person: **Ms Elvira Rohland**Delivery address: **Room 5007, Research Development and Support Division (Tygerberg), 5th floor, teaching block, Faculty of Medicine and Health Sciences**Email:**elr@sun.ac.za**Tel: **+27 21 938 9677** |

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| **SECTION 4: SIGNATURE** |
| …………………………………………………………Print name | …………………………………Date | …………………………………Signature |

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| **FOR OFFICE USE ONLY** |
| **PAYMENT DETAILS** |
| **AMOUNT** |  |
| **DATE DEPOSITED** |  |
| **WHERE DEPOSITED** |  |
| **IN SETTLEMENT OF** |  |
| **INVOICE NUMBER** |  |

**PAYMENT PROCESS:**

1. Submit a completed and signed *Payment instruction form: clinical trial* along with your application for a new project, progress report, amendment etc.
2. You/your sponsor will receive an HREC invoice.
3. Payment reference: **“invoice number”**
4. Please submit proof of payment to Ms Elvira Rohland elr@sun.ac.za