



ACADEMIC COURSE: _____

U.P. (code) _____ **Name U.P.:** _____

RECEIVER PERSONAL DATA (1): Mandatory

Name and surname: _____ Phone: _____
Email: _____ (mandatory)

TAX INFORMATION (indicate the country of residence for tax purposes)

SPAIN	ABROAD
NIF (Spanish)/NIE (foreign resident): _____	Country: _____
Address: _____	ID: _____
City: _____	Address: _____
Province: _____ P.C. _____	City: _____

MANDATORY DIRECT DEBIT OF PAYMENT IN CASE OF TRANSFER

Name of the bank entity: _____ SWIFT/BIC CODE: _____
IBAN CODE: _____

PAYMENT CONCEPT: It is essential to point out the concept of payment

Subscribe to the person indicated above, in concept of:

- Conferences⁽³⁾
- Roundtables⁽³⁾
- Meetings
- Courses⁽³⁾ nº hours: _____
- Awards⁽⁴⁾
- University activity promoted from the Vice President of Culture and Social Projection⁽²⁾.

Specify the title of the conference, course, reason for the meeting, prize, dates, time:

Specify activity:

Gross amount: _____
IRPF TAX ⁽⁵⁾ _____ %

Liquid to be paid:

Receiver,

Signature: _____

Nº ID: _____

Attach a photocopy of ID (nationals), NIE (residents) or passport (non-residents) as long as it has not been presented previously or the number has changed.

(1) Payments to UZ personnel will be made through payroll, after completing the specific form.
Payments to professionals registered in the Economic Activities Tax (Art. 55.6 NGE) must present an invoice.
(2) See maximum remuneration [Instrucción de 12 de septiembre de 2023, de la Vicerrectora de Cultura y Proyección Social](#).
(3) See [normas de gestión económica](#)
For participation in specific master's degrees see maximum remuneration in [Resolución de 1 de junio de 2023](#).
(4) In case of prizes, consult the [list of keys and withholdings](#)
(5) Consult the [list of keys and withholdings](#) for both Spaniards or residents (NIE) and non-resident foreigners (if you present a tax residence certificate and there is an agreement to avoid double taxation, you will not have withholding)