

NTIPRIT, Ghaziabad

Vehicle Requisition Slip

1. Name of the officer with designation: _____
2. Mobile no. of the officer/official: _____
3. Place(s) to be visited: _____
4. Purpose in brief: _____
5. Date and time when vehicle is required: _____
6. Reporting address: _____
7. Expected time of return: _____
8. Dropping address: _____
9. Officers accompanying, if any _____

Signature of the officer

Approved

DDG (.....)

To,

ADG (Estt), the controlling officer of the vehicle for n/a pl.