

NTIPRIT, Ghaziabad

Ref. No \_\_\_\_\_

Vehicle Requisition Slip

1. Name of the officer with designation: \_\_\_\_\_
2. Mobile No. of the officer: \_\_\_\_\_
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: \_\_\_\_\_

Signature of the officer

To,  
AD(Admn)/AD(MM)  
NTIPRIT Ghaziabad