

MOTOR TRANSPORT SECTION
INDIAN INSTITUTE OF TECHNOLOGY, KANPUR

VEHICLE REQUISITION

Telephone : In-charge :
Dealing Asst. :

Office : 7726
Office : 7383

Residence : 9450167883
Residence : ~~XXXX~~

Booking Sl. No.

Name of Indentor Designation

P. F. No. Department /Section

Type of Vehicle

Name of Persons accompanying indentor :

1. 2.

3. 4.

Date :

Time : From To

Place : From To

Purpose of Journey :

(Please provide details)

This trip may be treated as :

* A. Official ☐ B. Private ☐ C. Project ☐

Project No.

* Whether TA is paid by the Institute
Sanctioned / Regretted

☐
Signature of Indentor

Technical Superintendent

Date

Tel. No.

Dy. Director

Signature of the Head of Deptt.