



राष्ट्रीय प्रौद्योगिकी संस्थान पुदुच्चेरी  
थिरुवेत्ताकुडी, कारैक्कल- 609 609  
**NATIONAL INSTITUTE OF TECHNOLOGY PUDUCHERRY**  
Thiruvettakudy, Karaikal – 609 609

**VEHICLE REQUISITION FORM**  
**(Submitted to the office at least one day In advance)**

Date of application: .....

Indent No: .....

S. No	Particulars	
1.	Name of the faculty / staff	
2.	Designation & Department	
3.	Vehicle required for (Name of the faculty / staff / guest)	
4.	Purpose	
5.	Date	
6.	Time	
7.	From	
8.	To	
9.	Total Kms (approx.)	
10.	Recommendation of concerned HoD / Section Head	
<b>FOR OFFICE USE ONLY</b>		
<i>Availability of the vehicle</i>		Available / Not Available
<i>If not available, please mention the reason</i>		Signature of the vehicle in-charge
Approved / Not Approved		
Transport Committee		

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