



राष्ट्रीय प्रौद्योगिकी संस्थान पुदुच्चेरी
थिरुवेत्ताकुडी, कारैक्काल- 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.	Contact Number of the (Faculty / Staff / Guest)	
5.	Purpose	
6.	Date	Return if needs
7.	Time	
8.	From	
9.	To	
10.	Total Kms (approx.)	
11.	Recommendation of concerned HoD / Section Head	
FOR OFFICE USE ONLY		
<i>Availability of the Vehicle</i>	Available / Not Available	
	Signature of the Vehicle in-charge	
<i>If not available, Please Mention the reason</i>		
Approved / NotApproved		
Transport Committee		

Telefax: +91-4368-265230

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