

VEHICLE REQUISITION FORM

SUPPORTING DOCUMENT

NAME : Edyson Jatt Anak Jatan
H/P NO. : 014 589 8561
Actual Use Date : 29/7/2021 - 4/8/2021

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TOYOTA ALPHARD (QAX 8977)

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PROTON SAGA 1.3L CVT (QAA 8975 T)

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TOYOTA VAN (QRK 9739)

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PERODUA VIVA

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PROTON SAGA 1.3 (QAA 9379 T)

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OTHER : _____

Purpose :

1) Bring 5 units UPS battery from KPA Pending to Senari Port.
2) New staff site visit to Tebedu.

Date Taken : 29/7/2021 Time : 1000 AM
Date Return : 4/8/2021 Time : 1700 PM

Remarks :

Driver Name : Edyson Jatt Anak Jatan
Number Of Passengers : 7

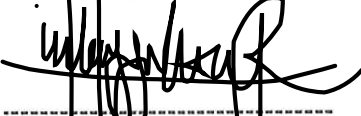
Requested By :



Name : Edyson Jatt Anak Jatan

Date : 27/7/2021

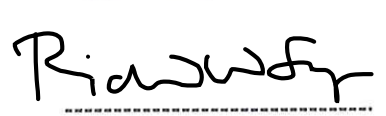
Verified By :



Name : Hiedayah Hamzah

Date : 27/7/2021

Approved By :



Name : RICHARD WS

Date : 27/7/2021

Notes :

1. Requisition must be made at least two days in advance.
2. Last minute requisition will not be entertained.
3. Incomplete form will not be entertained.
4. Kindly bring along this form to collect requested vehicle & key from Sejingkat Workshop.
5. After used, kindly refill the petrol and park back the vehicle to the original place and return the key to Sejingkat Workshop.
6. Period of borrowing : **Maximum 1 week.**