



# BIHAR ANIMAL SCIENCES UNIVERSITY, PATNA

## DEPARTMENT OF VEHICLE POOL

### VEHICLE REQUISITION FORM

Name of Department/Unit: .....

Types of Vehicle (Please ✓): Bolero/Car/Bus/Pickup No. of Required Vehicle: .....

Journey: Local/Outstation (Please ✓)

Date of Journey & Time	Returning Date & Tentative Time	Place		Name of the Officer (s)	Purpose
		From	To		
...../...../20..... ..... : ..... AM/PM	...../...../20..... ..... : ..... AM/PM				

Requested by:

Name & Designation: .....

Signature

*For Office Use Only*

Vehicle condition .....

Vehicle No.: .....

Driver's Name & Mob. No.: .....

Supervisor's Signature .....

O/c Vehicle Pool  
Signature with date



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