



Shree Chanakya Education Society's  
**INDIRA COLLEGE OF ENGINEERING & MANAGEMENT**

S.no. 64/65 gat no 276,Parandwadi, Pune 410506

Tel. :- 02114-661500, 661601/ 2

**VEHICLE REQUISITION FORM**

**Date :-**

Dept: .....

**Vehicle Required :- Indica / Indigo / Sumo / Scorpio / Di / Bus (32 Seater) / Bus (41 Seater)**

**Name of the Person** (For whom vehicle is required)

Address with Contact no :-

Purpose of Visit :-

Vehicle required on date :-

Pick up place & time :-

Drop place & time :-

Name of the Applicant :-

Authorized by :-

**Signature**

**Checked by**

**Signature**

Note – This form should be duly filled, sign. by the Admin. Director and submit it to the Transport Dept. two days in advance for local duty and Four days in a advance incase of outstation duties.

No vehicle is arrange without written requisition.



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