

**MADHYA PRADESH.STATE ELECTRICITY BOARD,
RAMPUR :: JABALPUR.**

No.- / / / /
To,

Jabalpur, dtd.

The Additional Supdtg. Engineer (Vehicle)
Central Pool of Vehicle Division,
M.P.State Electricity Board,
Jabalpur.

Sub:- Requisition for Vehicle.

I request for a Staff Car for official trip on dated -----

Time of commencement of Journey	Place at which vehicle required	Vehicle required for going to	Approx. To & Fro distance	Approx time for return to vehicle.
PM/AM			Kms.	

Forwarded

(Signature of the requisitioning Officer)
Name & Design.
O/o

For use by the office the Additional Supdtg. Engineer (Vehicle)

- 1- Time out _____ km. Reading out _____
- 2- Time in _____ Km. Reading out _____
- 3- Ref.of entry of
Log Book _____ Page No. _____

Signature of Vehicle Sup./IE(Veh.) Sign. of Operator on duty.