

REQUEST FOR CONSUMABLES

FROM: _____ DATE: _____

TO: _____ MOTOR VEHICLE REG. NO. _____

SUBJECT: _____

DETAILS OF THE REQUEST:

1. _____

2. _____

3. _____

4. _____

5. _____

6. _____

Signature of requesting officer: _____

Action taken by Officer-in-charge: _____

Officer taking action: _____

Mv. Work-ticket Number: _____ Month: _____ Year: _____

Sign: _____

Date: _____

NB: The officer issuing the consumables **MUST** make sure the details are properly entered in the Work-ticket, and the form must always have a duplicate which is properly filed in the consumables file.