**VEHICLE REQUISITION FORM**

|  |  |
| --- | --- |
| **DATE** |  |
| **OFFICE / SECTOR** |  |
| **TYPE OF VEHICLE** |  |
| **REQUIRED FROM (Date)** |  |
| **REQUIRED TILL (Date)** |  |
| **PLACE OF VISIT** |  |
| **PURPOSE** |  |
| **OFFICIAL USING THE VEHICLE** |  |
| **SUBMITTED BY** |  |
| **RECOMMENDED BY (SECTOR HEAD)** |  |

APPROVED FROM (Dates) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_



NOT APPROVED

**APPROVING AUTHORITY**

**Note: *Approving Authority for within Dzongkhag is Dzongrab, and for outside Dzongkhag is* *Dzongdag based on recommendation by Dzongrab.***