

INSTITUTE OF CYTOLOGY AND PREVENTIVE ONCOLOGY

Requisition slip for Stationery and Misc.

Name..... Date

S.No.	Name of articles	Qty.	Issued	Entered	Remarks
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					
15					

Sig. A.O./S.O.....
above

Received the

Sig.Issue Clerk.....

Sig.....

Kindly pay me an advance of Rs..... (Rupees
.....) for the
purchase of.

Permission for the purchase of the above mentioned items
have already been obtained. No previous advance is outstanding
against me.

Drawing and Disbursing Officer NAME & Signature
DESIGNATION

Kindly pay me an advance of Rs..... (Rupees
.....) for the
purchase of.

Permission for the purchase of the above mentioned items
have already been obtained. No previous advance is outstanding
against me.

Drawing and Disbursing Officer NAME & Signature
DESIGNATION