

## Name of the Organisation

### STORES REQUISITION NOTE

Project/Program :- ..... SRN No :-

..... Date :-

Please issue the undermentioned goods.

Item Code	Description of Goods	Purpose	Quantity	Unit Price (Rs)	Total Value (Rs)

**Requested By**

Name :- .....

Designation :- .....

Signature :- .....

Date :- .....

**Approved By**

Name :- .....

Designation :- .....

Signature :- .....

Date :- .....

**Issued By**

Name :- .....

Designation :- .....

Signature :- .....

Date :- .....

**Received By**

Name :- .....

Designation :- .....

Signature :- .....

Date :- .....