



UNIVERSITY OF VETERINARY AND ANIMAL SCIENCES, LAHORE
Transport Section
Phone # 042-99212313 Exchange Ph.# 042-99211449, 042-9211374 Ext.172

VEHICLE REQUISITION PROFORMA

Nature of duty / Purpose /Tour: _____
Name of user: _____ Designation: _____ Contact No: _____
Department: _____ No. of Persons: _____ Vehicle Required: ____ -

Place of Visit From: _____ To: _____
Local / Out Station: _____ Official / Private / POL: _____
Date from: _____ to _____ Time from: _____ To: _____
Vehicle Available: _____ Signature of Transport Cell: _____

Signature & Stamp of P.O,
Transport Section

DECLARATION BY USER

I, Dr. / Mr _____ solemnly declare that I will be responsible for the discipline of the tour and I will abide all the rules and regulations of the University and will not misuse the vehicle. In case of any indiscipline / loss, University has full right for disciplinary action against me.

Signature of user

Recommendations / Signature & Stamp
Head of Department

Dean's Recommendations Signature & Stamp

Approval / Signature of the Vice Chancellor

FOR USE OF MOTOR POOL / TRANSPORT SECTION ONLY

Issued Vehicle: _____ Driver Name: _____ Dated & Time: _____
Departure Meter: _____ Arrival Meter: _____ Mileage Covered: _____

**SIGNATURE
(TRANSPORT OFFICER)**