



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)**