Material / Equipment Requisition Form

Unit /Department: ……..

S/N	*Items*	*Type*	*Requested Quantity*	*Awarded Quantity*	*Observation*

Approvals of head of Unit /Dpt. in need

Names: ……..

Date & Signature: **……**

Names and signature of the Logistics Officer

…… …

…… .

Approval of Head of Finance Unit

Names: …….

Date & Signature: **……**

Names and signature of the Recipient

……...

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