**STORE REQUESTION FORM**

The President

CNR,RUB,Lobesa

Kindly accord an approval for the issue of following item(s) based on the relevant field(s) for semester from central store:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **S/N** | **Descriptions** | **QTY in figure** | **QTY in Words** | **Remarks** |
|  |  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

Date: ……………..

Name of applicant

Designation:

|  |
| --- |
| Remarks &Verified by store head: Signature: |
| Approved &verified by Head: Signature: |
| Approved by President if necessary: Signature: |