

BORROWERS SLIP

Name: Department:			Date Borrowed:	
			Date Returned:	
Item No.	Quantity	Unit	Description	Remarks
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
Purpos	ed:			
Prepared	by:			
(Signature	e over Printed	Name)		
Approved	by:			





BORROWERS SLIP

Name:			Date Borrowed:	Date Borrowed:	
Departme	ent:		Date Returned:		
Item No.	Quantity	Unit	Description	Remarks	
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					
Purpos	ed:				
Prepared	by:				
(Signature	e over Printed	Name)			
Approved	by:				

