

<b>Schools Division Office of Imus City</b>	<b>DRIVER'S TRIP TICKET</b>
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DATE:
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DESTINATION:	REQUESTOR
PURPOSE:	SUBMITTED:

DEPARTURE	ARRIVAL	AUTHORIZED PASSENGERS
DATE:	DATE:	
TIME:	TIME:	
OTHER REMARKS		

REQUESTED BY:
SIGNATURE OVERPRINTED NAME

ENDORSED

AUTHORIZED DRIVER	
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VEHICLE:			
PLATE No:		FUEL:	

DESTINATION			ORIGIN			DISTANCE
PLACE	TIME	ODOMETER(X)	PLACE	TIME	ODOMETER(Y)	(X-Y)

NAME AND SIGNATURE OF AUTHORIZED PASSENGERS	REFUEL	TOLL	
<i>I hereby certify that the vehicle issued was for official travel business as stated above by the Division Personnel</i>			

*I hereby certify that the vehicle was used on official activities, and to the correctness of the above statement record of travel*

VERIFIED BY:			APPROVED:
EXIT TIME:	ENTRY TIME:		<b>RONNIE B. YOHAN</b> Administrative Officer V
Guard on Duty		Driver	

