Mileage Claim Template

Name: Sarvindran Nair A/L Krishnan Kutty Staff ID: A140223

For the month of: Dec-18

Date: 6/12/2018

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Total MM leta	Total KM (per day)		0.5												Total (RM)	,	11.29
Remarks		New bio-tablet training &	agencies at VADS,(TTDI, KL)				1000	3000							Mileage Rate (RM) / Car Maintenance (RM) 0.61	00	Grand Total:
ΚM	(per trip)	8.20	10.30												× ×	×	
Location	Destination (Plaza VADS, TTDI, KL	HQ, Bangsar South												Total KM (per day)		
Poc	From	HQ, Bangsar South	Plaza VADS, TTDI, KL												Total Mileage (less than 40km in a day)	(more than 40km in a day) Car Maintenance	(more than 40km in a day)
	Merchant/Cilent Name	K.Sarvindran Nair	K.Sarvindran Nair														
	Date	6/12/2018	6/12/2018														
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Name: G.Kumaradevan A/L Gunaratnam Date:

Approved by:

Checked by:

Claimed by: /

Name: Najwa Binti Samsudin Date: 07/12/2018

Name: K.Sarvindran Nair Date: 07/12/2018