

HEAD OFFICE:  
The Glass House,  
Plot 25 Lekki-Epe Expressway,  
Lekki Lagos.  
Tel: 0803971351

BRANCH OFFICE:  
Suite 10, K44, The Kings Mall,  
Plot 110 East West Road,  
Port Harcourt, Rivers State.  
Tel: 08068373822, 08187820280  
07064537726

### CASH REQUISITION FORM

Requested by:

Name:

Signature:

No.

0845

Day	Month	Year
25	1	2019

S/NO	DESCRIPTION OF GOODS	RATE	AMOUNT	
			N	K
	1 pcs of disk and plate	2000	2000	00
	1 set of fibre	1500	1500	00
	<del>2 pcs of shoe brake</del>	<del>1000</del>	<del>2000</del>	<del>00</del>
			300	
	Complete gasket	500	<del>500</del>	00
			1500	
	gallon of mobil oil	2000	2000	00
	Workmanship		800	00
		TOTAL N	8000	00
			<del>12500</del>	1500

State purpose

Ten thousand five hundred naira only

Approved by Manager:

Name:

Signature:

Date:

Received by:

Name:

Signature:

Date:

Approved by Director/Manager

Name:

Signature:

Date:

#6800