

## VEHICLE MAINTENANCE REQUEST FORM

VEHICLE REGISTRATION NO: 139M 735 AA

VEHICLE MAKE: TOYOTA COROLLA

S/No.	Details of Problem
1	Items For Servicing of Vehicle
1	Engine oil,
2	Belt Roller
3	Battery < 75 Amps >
4	Fuel & oil filter
5	Changing of engine door litters

Procedures to  
will get the  
the battery.

Requested By: Kechukun Signature: [Signature]

Requesting Department: HR / Admin

HR/Admin Manager Comment: This vehicle is over due for service (last service Aug. 20)

Maintenance Supervisor's Comment: Approved for maintenance

Job/Material Certified Ok By (Name/Signature/Date)