



Requisition Form (Scientific / Stationery)

Department of Architecture, BUET



Date: 02/12/2025

ID: REQ-20251202-LOIVQW

Requested By: Ashek Mahmud Ashik

Mobile: 01614654397

Expected Return Date: 10/12/2025

Purpose: d

SI	Item Name	Item ID	Quantity	Returnable
1	A2 Cutting Mate	Arch-0009	1	Yes
2	Tracing Paper Role 5meter	Arch-0084	1	No

Terms and Conditions:

- I will ensure safe storage of all equipment during the borrowing period. I am aware of the technicalities of the equipment and have read the manual.
- In case of any damage, I will take full responsibility for the equipment/parts for repair or replacement.
- I agree to return all returnable items by the specified return date.

Requested By

Referenced By

Approved By