

Requisition Form
(Fresh Booking for Domestic/International Air Ticket)

To,

The Manager
Ashok Travels & Tours (ITDC Ltd.)
Janpath Hotel, Room No. 8 & 9
New Delhi-110001
Tel: 23348745, 23348746, 23365334
Fax: 011-23348744

You are hereby authorized / required to provide the following Air Tickets as detailed below and debit us for the same.

1. Name of Passengers:(Capital Letter) (1) Mr.
Frequent Flyer No.(if any)
2. Telephone Numbers Off. Residence
Off. Residence.....
E-Mail Address (Off)..... (Per)

3 Itinerary/Sector:

Date of Travel	From	To	Flight No.	Bkg. Class

- 4 Diet Instruction Non-Vegetarian/Vegetarian
- *5 Billing Instruction:- The payment of the above ticket/ s will be made by
Our A/C (**D730**) Modern Rail Coach Factory, Raebareli – UP 229120 (Name of
Dept.) And by.....(Date) positively. ATT may charge interest if not paid
by the mentioned date.

Date

Time

Signature of Officer Concerned
With official Seal

PS-I to GM
Modern Rail Coach Factory,
Raebareli – 229 120

With official seal