

INDIAN GRASSLAND AND FODDER RESEARCH INSTITUTE
JHANSI – 284 003 (U.P.)

Store Requisition Note

Book No. _____ Dated : _____

Division/Section/Scheme _____

Receivers Name & Designation _____

Sl. No.	Description of Material	Qty. Reqd.	Qty. Supplied	Stock Ledger Pg.No.	Purpose for which Reqd.	Remarks
1.						
2.						
3.						
4.						
5.						
6.						
7.						
8.						
9.						
10.						
11.						
12.						
13.						
14.						
15.						
16.						
17.						
18.						
19.						
20.						
21.						
22.						
23.						
24.						
25.						

No. of items Requisitioned

No. of Items Issued

Signature
Requisitioning
Officer

Signature
Approving
Officer

Signature
Supplying
Officer

Signature
Issued by
Store Keeper

Signature
Received by
Designation