*Appendix* 63

**REQUISITION AND ISSUE SLIP**

**TARLAC STATE UNIVERSITY**

**(Agency)**

 **Fund Cluster :**

|  |  |
| --- | --- |
| Division : Click or tap to enter a date.Office :  | Responsibility Center Code: RIS No. :  |
| ***Requisition*** | ***Stock Available?*** | ***Issue*** |
| Stock No. | Unit | Description | Quantity | Yes | No | Quantity | Remarks |
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| Purpose:  |
| Signature: | **Requested by:** | **Approved by:** | **Issued by:** | **Received by:** |
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| Printed Name: |  |  |  |  |
| Designation: | Click or tap to enter a date. | Click or tap to enter a date. | Click or tap to enter a date. |  |
| Date: |  |  |  |  |

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| Signature: | **Requested by:** | **Approved by:** | **Issued by:** | **Received by:** |
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| Designation: | Click or tap to enter a date.Click or tap to enter a date. |  | Click or tap to enter a date.  |  |
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