



COMSATS University Islamabad, Abbottabad Campus

University Road, Abbottabad. Tel: 0992-111-001-007 Fax: 0992-383441

TRANSPORT REQUEST

Purpose: _____

Departure Time: _____ Arrival Time: _____ Date: ____/____/20

Location to be Visit:

1. _____

2. _____

3. _____

Name: _____

Designation: _____ Department: _____

Applicant Signature

Head of Department / Section

MOVEMENT ORDER

Vehicle _____ is assigned and Driver _____

is instructed to perform the duty.

Date: _____

Transport Authority

MILEAGE LOG

Meter reading start: _____ End: _____

Total Mileage _____ Date: _____