



ગુજરાત કેન્દ્રીય વિશ્વવિદ્યાલય  
(भारत की संसद के अधिनियम सं. 25, 2009 के तहत स्थापित)

**CENTRAL UNIVERSITY OF GUJARAT**

(Established by an Act of Parliament of India, No 25 of 2009)

To  
Incharge  
Transport Section

**Requisition form for use of University Transport**

Name of Requisitioning Officer			
Designation			
Date(s) on which transport facility is required			
Number of Vehicle(s) required			
Time	From		To
Place(s) to be visited			
Purpose for which the vehicle (s) is/are required, whether official/personal			
For official purpose/deputation etc. append the formal orders or instructions from competent authority			

Signature of the Requisitioning Official

Signature\_\_\_\_\_

Designation\_\_\_\_\_

Recommended by\_\_\_\_\_

For use of Transport Section

Designation\_\_\_\_\_

**For use of Transport Section**

Transport Section, for providing of transport as per the availability of the vehicle/s.

**Vehicle allotment details**

1. Vehicle No(s).
2. Type
3. Driver's Name
4. Driver's Phone No.

**Assistant (Transport Section)**

**Officer Incharge  
Transport section  
Central university of Gujarat**

**To be filled by the Driver**

Completion of assignment details facility

Particulars	Start	End
Meter reading		
Time		
Place		

**Certificate from the Requisitioning Officer**

I/we have availed the University transport requisitioned to my best satisfaction & the contents of table alongside are attested. Signature of requisitioning officer

Signature of Driver

Signature of requisitioning officer