



Republic of the Philippines
CITY OF KORONADAL WATER DISTRICT
 Blk. 1 Casa Subd. , Zone 3, City of Koronadal

REQUISITION AND ISSUE SLIP

| | | | |
|----------------|-----------------------------------|---------------|--|
| Division _____ | Responsibility Center Code: _____ | RIS No. _____ | |
| Office _____ | | SAI No. _____ | |

| Requisition | | | | | Issuance | | | |
|-------------|-----------|------|-------------|------|----------|---------|--------|----------------|
| Item No. | Stock No. | Unit | Description | Qty. | Qty | Remarks | Amount | Account Charge |
| 1 | | | | | | | | |
| 2 | | | | | | | | |
| 3 | | | | | | | | |
| 4 | | | | | | | | |
| 5 | | | | | | | | |

Purpose: _____

| | | | | |
|--|---------------|--------------|------------|--------------|
| Signature Printed Name Designation Date | Requested by: | Approved by: | Issued by: | Received by: |
| | | | | |
| | | | | |
| | | | | |

AREA/LOCATION

Delivered by: _____ Re-checked/ Received by: _____
 Location: _____ Date: _____
 Date: _____
 Delivery No.: _____