

REQUISITION AND ISSUE SLIP <u>BUREAU OF INTERNAL REVENUE</u> (Agency)							
Division _____ Office _____		Responsibility Center Code _____		RIS No. _____ SAI No. _____		Date _____ Date _____	
R e q u i s i t i o n				I s s u a n c e			
Stock No.	Unit	Description	Quantity	Quantity	Remarks		
Purpose _____ _____							
Signature Printed name Designation Date		Requested by: 		Received by: 			
Signature Printed name Designation Date		Approved by: 		Issued by: 			