

Stock Requisition Form Template

Date: _____

Requester Information

- Name: _____
- Department/Business Name: _____
- Contact Details: _____

Stock Request Details

- Item Description: _____
- Quantity Required: _____
- Reason for Requisition: _____

Approval Section

Approved

Denied

Comments: _____

Table for Detailed Stock Request

Item Name	Item Code	Quantity	Reason for Request

Signature of Approver: _____

Date: _____