

PHILIPPINE RETIREMENT AUTHORITY
Marketing Department
REQUISITION SLIP FOR ISSUANCE / DRAWING OF MARKETING PROMOTIONAL ITEMS

Requisitioning Group/Div/Dept: _____

Date: _____

Purpose:

#	ITEM/DESCRIPTION	REQUISITION		ISSUANCE		REMARKS
		QTY	UNIT	QTY	UNIT	
1						
2						
3						
4						
5						
6						
	Total:					

REQUESTING GROUP

MARKETING DEPARTMENT

Requested by: _____
 Signature over printed name / date

Approved / Authored by: _____
 Div. Chief - Ads & Promo / Mktg. Manager

Received by: _____
 Signature over printed name / date
PRA-CR-FORM-0034

Issued by: (Mktg. Custodian) _____
 Signature over printed name / date
ISSUE NO: 0001
ISSUE DATE: JANUARY 2017

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Marketing Department
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