

Date:

DUNGSAM CEMENT CORPORATION LIMITED

Room requisition form

- 1. Name & Designation of guest:**

- 2. Company/Organization name:**

- 3. Number of room required:**

- 4. Date of requirement: From-----To-----**

- 5. Purpose of visit:**

Applicant

**Recommendation
(Department Head)**

**Approving Authority
(Dy. CEO / CEO)**