

Date :  
To,  
The Branch Manager  
Trade Wings Ltd.  
321, Amba Complex,  
M. G. Road, Pune - 411001  
Tel : 020-66011555 / 66012333  
Fax : 020-66012043

## REQUISITION FORM FOR AIR BOOKING

Kindly book the ticket as per details given below:

Name : \_\_\_\_\_  
Age : \_\_\_\_\_  
Organisation / Grade : \_\_\_\_\_  
Assignment No. : \_\_\_\_\_  
Cost to : \_\_\_\_\_  
Recoverable : Yes / No  
Phone/Mobile No. : \_\_\_\_\_  
Email : \_\_\_\_\_

Sr. No.	Date & Time	From	To	Airways Economy Class	Remark

Signature \_\_\_\_\_ Director \_\_\_\_\_ Managing Trustee \_\_\_\_\_

(Authorised Signatory)