



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 _____ Group Leader _____ MD' s Approval _____