Date :-
Department :-
For :-

TITAS GAS TRANSMISSION AND DISTRIBUTION PLC
105, Kazi Nazrul Islam Avenue
Kawran Bazar Commercial Area, Dhaka-1215

MATERIAL ISSUE VOUCHER (MIV)

No. M/V……
(YY MM Serial)
Date : …….....
(DD MM YY)

Sl. No.	Old Store Code No.	New Store Code No./ Item Code	Description of Materials	Required quantity	Issued quantity	Quantity in hand	Unit Price In ……	Total Price In ……	A/C Code	Remarks

Material Requisitioning Department	Store Department				Central Accounts Department				
	Material issued by Store Department			For stock items	Debited to		Priced by	Checked by	Ledger posted by
Prepared by Checked by Approved by	Store Keeper	Asstt. Store Officer	Asstt. Manager	Store Cardex Posted by	Store Accounts allocation	By JV			
				Dy. Manager					
Receiver's Signature Name Designation	Deputy Manager	Manager	Deputy General Manager						
Code No ……. Date ……							Manager (Store Accounts)	Dy. General Manage (Accounts)	