**KENYA FORESTRY RESEARCH INSTITUTE**

**COUNTER REQUISITION AND ISSUE VOUCHER**

Ministry…………………..Dept/Branch…………….……………………..Unit…………………………..………………

To(issue point)…………………………………….…………………………..…………..please issue the stores.*RIVNo.000000*

Listed below to (point of use)……………………………………………………………………………………………….

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| --- | --- | --- | --- | --- | --- | --- |
| **Code No.** | **Item description** | **Unit of issue** | **Quantity required** | **Quantity issued** | **value** | **Remarks/purpose** |
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Account No……………………… Date……………………….

Requisitioning officer……………………………………Designation……………………………………..Signature…………………………

Issued by……………………………………..………….Signature…………..……………………………..Date………………………………

Received by…………………………………………………Designation…………………………………….signature……………………….

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