

Requisition Form
(Fresh Booking for Domestic/International Air Ticket)
Email: attairtickets@itdc.co.in

To,

The Manager
Ashok Travels & Tours (ITDC Ltd.
505A- 5th Floor, Core-8, Scope Complex
Lodhi Road, New Delhi-110003
Tel: 011-24307535, 011-24365766 Domestic Counter
011-24364913 International Counter

CREDIT CODE: D1049

You are hereby authorized / required to provide the following Air Tickets as detailed below and debit us for the same.

1. **Name of Passengers:** (Mr./Mrs. _____
(Capital Letter)
2. **Telephone Numbers** _____ **E-Mail ID** _____

3. **Itinerary/Sector:**

Date of Travel	From	To	Flight No.	Time	Booking Class

4. Meal Instruction (if any) :- _____
5. **Billing Instruction:** - The payment of the above ticket/ s will be made by Our office: - COUNCIL OF SCIENTIFIC AND INDUSTRIAL RESEARCH, ANUSANDHAN BHAWAN, 2 RAFI AHMED KIDWAI MARG, NEW DELHI-110001 And by..... (Date) Positively. ATT may charge interest if not paid by the mentioned date.
6. Passport Details : _____
(Please attach the copy of Passport for International Travel only)

GST Name:



GST No. :

GST registered Email ID:

Date: _____

Time: _____

Booked By:

Name & Designation:

With official seal _____

Tel number: - 011-23470614/624

Email: gen_tktbook@csir.res.in