Yangdzong/ Date:

**Tour Proposal**

|  |  |  |  |
| --- | --- | --- | --- |
| 1 | **Date**  | **Station** | **Purpose** |
| **From** | **TO** | **Halt** |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
| 2 | Accompanying Officials |  |
| 3 | Verification by Sector Heads (purpose and tour duration)  |  | 4.Budget source (if work-charge) |  |
| 5 | Mode of Transportation (to be used by Approving authority) |  Pool Vehicle Private Vehicle  Vehicle Registration no: Vehicle Registration no:  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Owner Name :  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

Proposed by Approved by