

PT. TRAKINDO UTAMA
Store No. / Branch: 50 / Kuala Kencana

FUNCTION REQUEST FORM

REQUESTED BY : Ferry Sihombing
 DEPT/COMP : Parts Department
 ACCOUNT CHARGE :
 SUPPLIER NAME :

DATE OF REQUIRED : 21-Jun-23
 TIME OF REQUIRED : 14:00
 PLACE : Warehouse
 NUMBER OF PEOPLE : 70

DESCRIPTION/PURPOSE OF FUNCTION

Parts Meeting Performance Q1 and Q2 2022 Update
 Plus DDP and VHS Socialization to all team

MENU/MATERIAL REQUIRED


Perlengkapan acara

MENU :	
Food, pizza and donut	IDR 4,000,000
Drinks	IDR 500,000
Total	IDR 4,500,000

EQUIPMENT	
TABLES	:
CHAIRS	:
PLATES	:
CUTLERY	:
B.B.Q	:

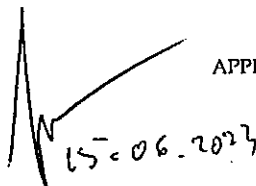
BEVERAGE	QTY
1.	
2.	
3.	
4.	
Sub Total	

REQUEST BY



Ferry Sihombing
 User Name

APPROVED BY



15-06-2023

Ivan Gultom
 User Dep Manager

For



Irwan Sihaloho
 General Manager