



PT. TRAKINDO UTAMA

Date 

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### TRAVEL ASSUREDNESS FORM

Name : Jekky Darnas  
 Company : Trakindo Utama  
 S.N. : 4094  
 Department : Learning and Talent Development  
 Branch : Tanjung Enim  
 Division : SSUM

Refer to PO. No / Contract Agreement No. ...., we ensure guarantee to give ticket and or accomodation for :

Name	Company	Destination	Purpose
Jekky Darnas	Trakindo Utama	PDG - JKT - MRE	Reroute Annual Leave Ticket

All cost for this travel will be charged to:

Customer/Vendor

Company

A/C No. :

Guarantor,

Jekky Darnas

Verified by,  
HR branches

Yudistira

Acknowledged by  
Travel Section,

Wahyudianto

\* Re-Route Approval:

Sehubungan dengan ada keperluan keluarga, maka saya mohon tiket annual leave saya tanggal 22 Dec'22 dan 01 Jan'23 dengan tujuan;

Muara Enim - Jakarta - Muara Enim (by Airline) di re-route menjadi Padang - Jakarta - Muara Enim (by Air/Land) tanggal 01 Jan'23

Segala hal penambahan biaya yang timbul akibat dari perubahan jadwal dan route tersebut akan menjadi tanggung jawab saya sepenuhnya.

Acknowledged by  
Dept Head

Wahyu Setiono

Approved By:

Ivan Sampe