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## HEADER



TCAR Number

GENERATE

TCAR Date

09-10-2023

## DETAIL

TCAR Period

01-10-2023 / 31-10-2023

Bank Account

BANK MANDIRI TBK

Account Number

1830000301878

Travel with assuredness

YES

NO

Travel Type

Domestic

Overseas

Hotel Reservation

YES

NO

Corp Credit Card Holder

YES

NO

Purpose of Travel \*





Service Job



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Travel Detail

● ADD

# No	Action	Date	Method	From	To	KTP	Phone Number	Cc	Desc	Desc
1	 	01-10-2023	Land	Jambi	Sarolangun				TRAVEL TO JOB SITE	-
2	 	31-10-2023	Land	Sarolangun	Jambi				TRAVEL BACK	-

Cash Detail

● ADD

# No	Action	Expense	Desc	\$ Curr	Cash
1	 	Service - Daily Lumpsum	SERVICE JOB	IDR	5,000,000.00

Total IDR 5,000,000.00  
Total USD 0.00

LOG TRACKING      MATRIX APPROVAL      FILE ATTACHMENT

 Notes

I hereby declare all the information above is true and correct, supported by adequate information as required by the Company policies in filing a Travel & Cash Advance request. I have read and understand the Company policies regarding the use of cash advance as well as the settlement requirement. I have responsibility to settle this advance **no later than the end of the month of returning from travel** as regulated by the Company policies. I understand that fail in settle this advance will result in rejection in filing another Travel & Cash Advance Request and any other disciplinary actions based on Company policies. Any unsettled advances **will be wholly deducted from my salary in one time deduction**.

 SAVE AS DRAFT       SUBMIT       CANCEL