
HEADER



TCAR Number

DRAFTTC-20230819-0008

TCAR Date

19-08-2023

DETAIL

TCAR Period

04-10-2023 / 31-10-2023

Bank Account

BANK MANDIRI TBK

Account Number

1370005052341

Travel with assuredness

YES

NO

Travel Type

Domestic

Overseas

Hotel Reservation

YES

NO

Corp Credit Card Holder

YES

NO

Purpose of Travel*

Service Job

Travel Detail

● ADD

# No	Action	Date	Method	From	To	KTP	Phone Number	Cc	Desc	Desc
1	 	04-10-2023	Land	Bengkulu	Bengkulu Tengah				Travel to site(perform service order)	-
2	 	31-10-2023	Land	Bengkulu Tengah	Bengkulu	-	-		Travel back	-

Cash Detail

● ADD

# No	Action	Expense	Desc	\$ Curr	Cash
No data found					

Total IDR

Rp 0.00

Total USD

\$ 0.00

LOG TRACKING

MATRIX APPROVAL

FILE ATTACHMENT

Notes

Dear Pak Hartawan, mohon approval TCAR nya ya. Terima kasih

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

✕ CLOSE