



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	JKT - PDG	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

Budi Setya Ningtyas

Acknowledged by
Travel Section,

Wahyudianto

* Re-Route Approval:

Sehubungan dengan ada keperluan keluarga, maka saya mohon tiket retur annual leave saya tanggal 27 Dec'23 dengan tujuan;

Jakarta - Muara Enim (by Airline) di re-route menjadi Jakarta - Padang (by Airline) tanggal 11 Dec'23

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

*Note: Poh Jakarta

Acknowledged by
Dept Head

Wahyu Setiono

Approved By:

Ivan Sampe