

## HEADER



### TCAR Number

GENERATE

### TCAR Date

15-01-2024

## DETAIL

### TCAR Period

15-01-2024 / 19-01-2024

### Bank Account

BANK RAKYAT INDONESIA

### Account Number

006301069349502

### 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

# No	Action	Date	Method	From	To	KTP	Phone Number	Cc	Desc	Desc
1	 	15-01-2024	Land	Jambi	Muaro Jambi				Visit to customer	-
2	 	19-01-2024	Land	Muaro Jambi	Jambi				Travel back to office.	-

Cash Detail

ADD

# No	Action	Expense	Desc	\$ Curr	Cash
1	 	Domestic-Service Job-Meals	Meals and Fuel Vehicle	IDR	2,000,000.00

Total IDR 2,000,000.00

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