

OUTWARD - GATE PASS

No.: 1353

Date:	14/07/2020	Time:	15:40
Company:	Aedis Developers LLP		
Project/site:	Morning Glory Apartments		
Destination:	Vista		
Outward No.:	Vehicle type	Vehicle No	Vehicle driver
10	7040	TSIOUR 8387	Alayndhar
	Material Description	Quantity	Units
1.	Cubes	06	nos
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			
	Total	06	
Charges/refund		Purpose for transfer	
☐ No charge		☐ Return to supplier for exchange	
☐ For refund from supplier		☐ Return to supplier for refund	
☐ Transfer to other site/project		☐ On loan to be returned	
☐ Transfer to other site/project		Cost of material to be collected: ☐ Collect 100% cost - new material ☐ Collect 60% cost - old material ☐ No charges to be collected - value deemed to be nil.	
☒ Transfer to another phase of firm/company/project		☐ No charges to be collected	
☐ No charge		☐ for repairs & service	
☐ Other:		Details:	
Remarks: Transferring cubes from MG to Vista home.			
Gate pass approved by:		Project manager	
Sign:		Admin in-charge	
Received by other site on:		Inward No.	
		Admin sign:	
Approved by		Project accountant	
Sign:		Accounts manager	
		Admin - Audit	
		MD	

Note: 1. In case of long list attach a separate signed list. 2. Approx rate & amount to be filled by site. 3. Original (white copy) to be sent with material to recipient site. Recipient must sign it and send it to Admin - audit. 4. Pink copy to be sent to Admin - audit. 5. In units enter nos, kgs, sft, rft, etc. 6. Project manager / Sr. Engg and Admin in-charge from the issuing site must sign the gate pass. 7. Admin-audit to process gate pass, fill required details, make GST bills, etc and send to MD for approval once in a fortnight.