Facilitator Allowance for Rugby Training

DISTRIBUTION SIGN-OFF FORM

TIGWIRANE MANJA FOUNDATION

NAME OF EMPLOYEE OVERSEEING DISTRIBUTION	Mwelwa Harawa
DATE(S) OF DISTRIBUTION	9-6-2020.

SIGN-OFFS

#	NAME	ITEM RECEIVED	DATE	POSITION	PHONE #	SIGNATURE
	JOSHUA BOTOMANI	10,000	9-6-20	V. scout	0999236021	

Instructions/Reminders:

The Distribution Sign-off Form should be used whenever distributing items like bikes, backpacks, stipends, allowances, stationery etc

This form acts as documentation for the distribution of items and should be submitted to Finance and Administration as part of the appropriate report once distribution is completed

Prepared by: _____ Signature _____ Mwelwa Harawa Name _____ 9/6/2020 Date

Finance/Admin Check: _____ Signature _____ Name _____ Date

Transport for Nursery Management Training and Monitoring

DISTRIBUTION SIGN-OFF FORM

TIGWIRANE MANJA FOUNDATION

NAME OF EMPLOYEE OVERSEEING DISTRIBUTION	Mwelwa Havana
DATE(S) OF DISTRIBUTION	9, 13 June, 2020

SIGN-OFFS

#	NAME	ITEM RECEIVED	DATE	POSITION	PHONE #	SIGNATURE
1	Alayina Kanemba	K2000	9-6-20	Charlady		A Kanemba
2	Ellaniny Mjnweni	K2000	9-6-20	Project Officer	0882579010	[illegible]
3	Goldie Chiche	2000	9/06/20	Transport	0997401717	[illegible]
4	Martha Mwechum	K2000	9/06/20	Project office	0955993965	M Mwechumu
5	Ellaniny Mjnweni	K2000	13/06/20	Project office	0882579010	[illegible]
6	Martha Mwechum	K2000	13/06/20	project officer	0955993965	M. Mwechumu

Instructions/Reminders:

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Prepared by: [signature] Mwelwa Havana 13-06-2020

Signature Name Date

Finance/Admin Check: _____ _____ _____

Signature Name Date