Project Monthwing i Transport for Mweline

## **DISTRIBUTION SIGN-OFF FORM** TIGWIRANE MANJA FOUNDATION NAME OF EMPLOYEE OVERSEEING DISTRIBUTION DATE(S) OF DISTRIBUTION SIGN-OFFS NAME ITEM RECEIVED DATE POSITION PHONE # SIGNATURE 0999433067 0999433067 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 18/07/2020 Muehn Prepared by: Signature Name Finance/Admin Check: Signature Name Date