

Notification of Vehicle Sidelining

Date:

To:

Department:

This is to notify that the following vehicle has been sidelined:

Vehicle Make & Model	<input type="text"/>
Registration Number	<input type="text"/>
Chassis Number	<input type="text"/>
Reason for Sidelining	<input type="text"/>
Date Sidelined	<input type="text"/>
Remarks	<input type="text"/>

Kindly take note of the sidelining action and update records accordingly.

Authorized by:

Position:

Signature: _____