

OVERTIME REQUEST

To The Proper Officer	Port / Place..... Country ..... Date..... Serial No.....
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Permission is requested for an officer to work overtime as below, at  
 .....(Place)

I/We\* undertake to pay overtime charges

Date	From (Time)	To (Time)	Nature and extent of work proposed and particulars of aircraft, vessel or vehicle.

Name and signature of applicant.....

Address..... Date .....

\*Approved/Not approved:

Name ..... Rank.....

Signature ..... Date:..... Time .....

**FOR OFFICIAL USE**

Name(s) of Assigned Staff	Staff Identity No.
.....	.....
.....	.....
.....	.....

.....  
 Proper Officer

.....  
 Date