

INGRESS / EGRESS DECLARATION

Date (Delivery / Pull-out): _____

Date Filed: _____

T1 T2 T3 T4 Others: _____

Merchandise
 Construction
 Maintenance
 Others

FOR: **MANILA INTERNATIONAL AIRPORT AUTHORITY**

FROM: _____
 Office / Company

REQUESTED BY: _____
 Signature over Printed Name Mobile Number

We wish to bring **In / Out** the following items **To / From** : _____

No.	ITEMS /DESCRIPTION	BRAND NAME	QUANTITY	Location of Site REMARKS
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

VEHICLE TYPE / PLATE NUMBER: 1. _____ / _____
 2. _____ / _____
 3. _____ / _____
 REF. NO.: _____ 4. _____ / _____

DELIVERY DOCK AREA: _____

NOTE:

- Actual item and specific quantity to be UNLOADED/LOADED, subject to MIAA security's verification. Please indicate brand, model and serial number (if any) for easy identification/verification by MIAA security personnel.
- No materials/construction equipment/tools are to be taken IN/OUT to/from the premises of MIAA without prior advise from the office involved.
- Delivery Schedules:

T1	T2	T3	T4
0600H - 0800H	2300H - 0400H	2200H - 0400H	0500H - 0800H
1300H - 1500H			1400H - 1700H
2300H - 0300H			2200H - 0100H

- Accomplish this form in Quadruplicate
- To be submitted Mondays to Sundays 08:00AM to 05:00PM, one (1) day prior to delivery/pull-out date.

Recommending Approval:

TERMINAL POLICE
(signature over printed name)

TERMINAL OPERATION
(signature over printed name)

Approved by:

TERMINAL MANAGER
(signature over printed name)

MIAA SECURITY CHECK

Ingress Delivery:

Egress:

PRINTED NAME & SIGNATURE
(MIAA Security On-Duty)

PRINTED NAME & SIGNATURE
(MIAA Security On-Duty)

DATE: _____

DATE: _____