

Shazia Hassan, ✓
Judge Family Court,
Depalpur.



To

The Senior Civil Judge (Civil Division),
Okara.

No. 301 Dated 30/09/2026

Subject: APPLICATION FOR MONTHLY STATIONERY.

Dear Sir,

I have the honor to submit that the following stationery items are required for the month for September, 2026 for smooth functioning of court work.

Sr. No.	Name of Items	Qty
1	Yellow Ream	1 ✓
2	Double AA white Paper Ream	1 ✓
3	Copy mate white Paper Ream	1 ✓
4	Paper Pin	1 ✓
5	Stamp Pad	1 ✓
6	Tag Guchi	1 ✓
7	Short hand Notebok	1 ✓
8	Short hand Pencil	1 ✓
9	Rubber	1 ✓
10	Sharpener	1 ✓
11	Gel Pen Black	2 ✓
12	Pointer Red	2 ✓
13	Ball Point Black	3 ✓
14	Ball Point Blue	3 ✓
15	Pointer Black	2 ✓
16	Black Ink	1 ✓
17	Stapler Pin	1 ✓
18	Gum	1 ✓
19	Tape	1 ✓
20	Hand Wash	1 ✓
21	Tissue	1 ✓

It is requested that requisite stationery items may very kindly be allowed.

Submitted Please,

Shazia Hassan

Muhammad Asad Ullah Siddiqui
Senior Civil Judge (Civil Division)
Okara
30/09/2026

Shazia Hassan,
Judge Family Court, Depalpur.



Delivery Note

SCJ-2026-0413

03-10-2026 11:28 AM

Date

Customer

Ms. Shazia Hassan Civil Judge Class-I Depalpur

Mobile: 03338761084

	Product	Quantity
1	Yellow Paper, 80G, Legal, 0099, Civil Courts	1.00 Pc(s)
2	Double A, 80G, Legal size, 0098, Civil Courts	1.00 Pc(s)
3	Copymate Ream White, 70G, Legal, 0100, Civil Courts	3.00 Pc(s)
4	Paper Pins, 0180, Desi	1.00 Pkt(s)
5	Stamp Pad, 0109, Crystal	1.00 Pc(s)
6	Tag Guchi, 0126, Desi	1.00 Pc(s)
7	Shorthand notebook, 0102, Rizwan	1.00 Pc(s)
8	Lead pencil, 0103, Dollar	1.00 Pc(s)
9	Rubber, 0104, Bahadur	1.00 Pc(s)
10	Sharpener, 0105, ORO	2.00 Pc(s)
11	Gel Pen Black, 0123, Dollar	2.00 Pc(s)
12	Pointer Red, 0120, Dollar	3.00 Pc(s)
13	Ball Point Black, 0131, Dollar/Signature	3.00 Pc(s)
14	Ball Point Blue, 0128, Dollar	2.00 Pc(s)
15	Pointer Black, 0106, Piano	1.00 Pc(s)
16	Ink for Stamp Pad, 0108, Crystal/Youth	1.00 Pkt(s)
17	Stapler Pins New, 0179, Kinbor	1.00 Pc(s)
18	Gum, 0110, Nafees	1.00 Pc(s)
19	Tape, 0125, Excell	1.00 Pc(s)
20	Hand Wash, 0136, Lifybouy 200ml	2.00 Pc(s)
21	Tissue Box, 0135, Rose Petal	

Above mentioned items received in good condition

Received by :

Date:

Authorized Signatory


06-10-26
