To

**The Learned Senior Civil Judge (Civil Division),**
Okara.

Senior Civil Judge (Civil Division) RECEIPT No. 1956 Date 03-11-26 OKARA

No. 256 Dated: 03/11/2026

Subject: **APPLICATION FOR MONTHLY STATIONERY.**

Dear Sir,

I have the honour to submit that the following stationery items are required for the month of November, 2026 for smooth functioning of court work:-

| Sr. No. | Name of Item | QTY |
|---|---|---|
| 1 | Yellow Ream | 02 |
| 2 | Double AA White Paper Ream | 01 |
| 3 | Copymate white paper ream | ~~02~~ 3 |
| 4 | Paper pin | 01 |
| 5 | Stamp pad | 01 |
| 6 | Tag Guchi | 01 |
| 7 | Short Hand notebook | ~~04~~ 2 |
| 8 | Short hand pencil | ~~03~~ 2 |
| 9 | Rubber | ~~03~~ 2 |
| 10 | Sharpener | 02 |
| 11 | Gel pen black | 04 |
| 12 | Pointer red | 02 |
| 13 | Ballpoint black | 06 |
| 14 | Pointer black | 03 |
| 15 | Stapler Pin | ~~02~~ 1 |
| 16 | Gum | 02 |
| 17 | Tape | 02 |
| 18 | Hand wash | 01 |
| 19 | Tissue | 02 |
| 20 | Pad Ink blue | ~~02~~ 1 |
| 21 | Dhaga Gola | 01 |
| 22 | Blue ballpoint | 04 |
| 23 | Highligher | 01 |
| 24 | Stapler | 01 |
| 25 | Pin Catcher | ~~01~~ |
| 26 | Copymate ream for ADR center | ~~01~~ |
| 27 | White Fluide | ~~02~~ 1 |
| 28 | Scissor | 01 |
| 29 | Carbon Paper | 01 |
| 30 | Duster | 01 |

Senior Civil Judge (Civil Division) DISPATCH No. 993 Date 03-11-26 OKARA

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

Submitted please.

**MUHAMMAD ZEESHAN RANA**
Civil Judge Class-I
Okara

Allowed

03/11/2026

Muhammad Asad Ullah Siddiqui
Senior Civil Judge (Civil Division)
Okara

# Delivery Note

SCJ-2026-0550

Date 03-11-2026 12:36 PM

**Customer**

Mr. Muhammad Zeeshan Rana Civil Judge Class-I Okara

**Mobile**: 03007135677

| # | Product | Quantity |
|---|---|---|
| 1 | Yellow Paper, 80G, Legal , 0099 , Civil Courts | 2.00 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 | 2.00 Pc(s) |
| 8 | Lead pencil , 0103 , Dollar | 2.00 Pc(s) |
| 9 | Rubber , 0104 , Bahadur | 2.00 Pc(s) |
| 10 | Sharpener , 0105 , ORO | 2.00 Pc(s) |
| 11 | Gel Pen Black , 0123 , Dollar | 4.00 Pc(s) |
| 12 | Pointer Red , 0120 , Dollar | 2.00 Pc(s) |
| 13 | Ball Point Black , 0131 , Dollar/Signature | 6.00 Pc(s) |
| 14 | Pointer Black , 0106 , Piano | 3.00 Pc(s) |
| 15 | Stapler Pins New , 0179 , Kinbor | 1.00 Pkt(s) |
| 16 | Gum , 0110 , Nafees | 2.00 Pc(s) |
| 17 | Tape , 0125 , Excell | 2.00 Pc(s) |
| 18 | Hand Wash , 0136 , Lifybouy 200ml | 1.00 Pc(s) |
| 19 | Tissue Box , 0135 , Rose Petal | 2.00 Pc(s) |
| 20 | Ink for Stamp Pad , 0108 , Crystal/Youth | 1.00 Pc(s) |
| 21 | Dhaga Gola , 0134 , Desi | 1.00 Pc(s) |
| 22 | Ball Point Blue , 0128 , Dollar | 4.00 Pc(s) |
| 23 | Highlighter , 0122 , Dollar | 1.00 Pc(s) |
| 24 | Stapler , 0116 , Nafees | 1.00 Pc(s) |
| 25 | Whitener , 0124 , Shark/ORO | 1.00 Pc(s) |
| 26 | Dusting Cloth , 0176 , desi | 1.00 Pc(s) |

**Above mentioned items received in good condition**

**Received by :**

**Date:** 04-11-2026

**Authorized Signatory**