

PETTY CASH LIQUIDATION REPORT

Requestor's Name: MARICEL PASCUAL

Date of Requisition: JAN 9,202

Date of Liquidation: JAN 9,202

Date	Particular	Destination		Amount	Remarks	Supplier details			SI#	OR#	Ref#	Vatab	Vat	Vat
		From	To			Company	Address	TIN#						
Dec. 12,2022	HQ	Perez	Pasay	95.00	bus									
		Pasay	Cubao	free										
		Cubao	Hq	30.00	tricycle									
		Hq	Pasay	free										
		Pasay	Perez	100.00	uv express									
Dec. 13,2022	Btb Clark	Perez	Pasay	95.00	bus									
		Pasay	Cubao	free										
		Cubao	Sta. Mesa	12.00	jeep									
		Sta. Mesa	Clark	free										
Dec. 15,2022	Btb Clark	Clark	Munoz	free										
		Munoz	Pasay	free										
		Pasay	Perez	100.00	uv express									
Dec. 16,2022	Btb Ermita	Perez	Ermita	100.00	uv express									
		Ermita	Perez	100.00	uv express									
Dec. 17,2022	Btb Southwoods	Perez	Palapala	18.00	jeep									
		Palapala	Gma	15.00	jeep									
		Gma	Silcast	17.00	jeep									
		Silcast	Southwoods	45.00	tricycle									
		Southwoods	Silcast	45.00	tricycle									
		Silcast	Gma	17.00	jeep									
		Gma	Palapala	15.00	jeep									
		Palapala	Perez	18.00	jeep									
Total				822.00	2,466									
Less: Petty Cash Received														
Advances from (Advances to) employee				(822.00)										

Prepared by: MARICEL PASCUAL
Requestor's Signature/ date

Checked by: EVELYN LETRAN
Signature over printed name of
the Immediate Superior/ date

Reviewed by: _____
Signature
over printed

Applicable if the
liquidation resulted
received by:
Signature over
printed name of
the Reauestor/

Applicable if the
liquidation
received by:
Signature over
printed name of
the Pettv Cash

Note: "Remarks" shall be filled out by the Petty Cash Custodian