

**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. 19,2022	HQ	Perez	Pasay	100.00	uv express									
		Pasay	Cubao	free										
		Cubao	Hq	30.00	tricycle									
		Hq	Pasay	free										
		Pasay	Perez	100.00	uv express									
Dec. 20,2022	Btb Nomo	Perez	Sm Molino	55.00	jeep									
		Sm Molino	Nomo	13.00	jeep									
		Nomo	Sm Molino	13.00	jeep									
		Sm Molino	Perez	55.00	jeep									
Dec. 21,2022	Btb Vmall /	Perez	Cod	87.00	bus									
	Btb Galleria	Cod	Santolan	free										
		Santolan	Vmall	12.00	jeep									
		Vmall	Galleria	12.00	jeep									
		Galleria	Pasay	free										
		Pasay	Perez	100.00	uv express									
Dec. 22,2022	Btb Mitsukoshi	Perez	Cod	87.00	bus									
		Baclaran	Ayala	free										
		Ayala	Mitsukoshi	13.00	bus - beep card									
		Mitsukoshi	Ayala	13.00	bus - beep card									
		Ayala	Pitx	free										
		Pitx	Perez	87.00	bus									
Dec. 23,2022	Btb Mitsukoshi	Perez	Baclaran	89.00	bus									
		Baclaran	Ayala	free										
		Ayala	Mitsukoshi	13.00	bus - beep card									
		Mitsukoshi	Ayala	13.00	bus - beep card									
		Ayala	Pasay	free										
		Pasay	Perez	42.00	uv express									
Dec. 24,2022	Btb Southwoods	Perez	Palapala											
		Palapala	Gma											
		Gma	Silcast											
		Silcast	Southwoods											
		Southwoods	Silcast											
		Silcast	Gma											
		Gma	Palapala											
		Palapala	Perez											
Total				934.00	3,400									
Less: Petty Cash Received														
Advances from (Advances to) employee				(934.00)										

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