

CASH LIQUIDATION REPORT

Requestor's Name: GERALD DINGLASAN

Date of Requisition:
Date of Liquidation: December 2022

		Destination					Supplier details								
Date	Particular	Location		Total KM	P10 per KM	Amount	Company name	Address	TIN#	SI#	OR#	Ref#	Vatable Sales	Vat	Vat exempt
December 1, 2022	DW ANTIPOLo / MEGAMALL	Cubao	ANITPILO	18.70	10.00	374.00									
December 2, 2022	DW ANTIPOLo / MEGAMALL	Cubao	ANTIPOLO	18.70	10.00	374.00									
December 3, 2022	DW ANTIPOLo / MEGAMALL	Cubao	ANTIPOLO	18.70	10.00	374.00									
December 6, 2022	DW ODAKADA	Cuboa	OKADA	21.00	10.00	420.00									
December 7, 2022	DW STA, MESA / DW GRAND CENTRAL	Cubao	DW UPTOWN	13.40	10.00	268.00									
December 9, 2022	DW LIPA	Cubao	DW LIPa	77.50	10.00	1,504.00									
December 13, 2022	DW ROCKWELL / DW VMALL / 30TH / BTB PIAZZA	Cubao	ERMITA	8.60	10.00	172.00									
December 14, 2022	DW TRINOMA / NORTH EDSA	Cubao	Ayala THE BAY	5.60	10.00	112.00									
December 15, 2022	DW GLORIETA / DW MEGAMALL / DW SHANGRILA / DW PODIUM	Cubao	Glorietta	5.10	10.00	102.00									
December 16, 2022	DW GLORIETA / DW MEGAMALL / DW SHANGRILA / DW PODIUM	Cubao	SHANGRILA		10.00										
December 17, 2022	DW SOUTHMALL / DW TANZA	Cubao	TANZA		10.00										
December 21, 2022	DW SM AURA / DW UPTOWN / DW ONE BONIE / MITSUKOSHI	Cubao	UPTOWN												
December 21, 2022	DW SOUTHMALL	Cubao	UPTOWN												
Total						3,700.00									
Less: Petty Cash Received															
Advances from (Advances to) employee															
							Applicable if the liquidation resulted to "Advances from" employee:				Applicable if the liquidation resulted to "Advances to" employee:				

Prepared by: 
GERALD M. DINGLASAN
Requestor's Signature/ date

Checked by: CRISTINE TIU- SANTOS
Signature over printed name of the Immediate Superior/ date

Reviewed by: _____
Signature over printed name of the Petty Cash Custodian/ date

Applicable if the liquidation resulted to "Advances from" employee:

Received by:

Signature over printed name of the Requestor/ date

Applicable if the liquidation resulted to "Advances to" employee:

Received by:

Signature over printed name of the Petty Cash Custodian/ date

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