DIGITAL WALKER CORP January 31-Feb 3, 2023 Period Covered: **ADMIN REIMBURSEMENT** DATE DESCRIPTION **AMOUNT** CHINO DE LEON - PURCHASE PAINTING MATERIALS FOR DW SM STA.MESA 40.00 OFFICE TO ARAYAT 20.00 ARAYAT TO OFFICE 20.00 CHINO DE LEON - REPAINTING OF SIGNAGE AT DW SM STA.MESA 50.00 OT MEAL 50.00 1/26/2023 CHINO DE LEON - ENDORSE THE CONTRACTOR FOR DIMANTLE AND REPLACE THE LOCK AT DW MACHINES ROCKWELL SHAW TO GUADA 13.00 **GUADA TO ROCKWELL** 13.00 79.00 **ROCKWELL TO GUADA** 13.00 **GUADA TO CUBAO** 20.00 **CUBAO TO OFFICE** 20.00 CHINO DE LEON - INSTALLATION OF CASH VAULT AT DW **ANTIPOLO** OFFICE TO CUBAO 20.00 1/27/2023 160.00 **CUBAO TO ANTIPOLO** 60.00 ANTIPOLO TO CUBAO 60.00 **CUBAO TO OFFICE** 20.00 **RESTY SOLOMON -PAINT RETOUCH AT DW SM STA MESA** OFFICE TO CUBAO 30.00 361.00 CUBAO TO STA MESA 168.00 1/31/2023 STA. MESA TO OFFICE 163.00 **RESTY SOLOMON -PAINT RETOUCH AT DW SM STA MESA** 50.00 OT MEAL 50.00 CHINO DE LEON - INSTALATION OF DOOR CLOSER AND **RELOCATION OF DOOR CLOSER AT DW GALLERIA** 33.00 **ORTIGAS TO CUBAO** 13.00 **CUBAO TO OFFICE** 20.00 CHINO DE LEON - INSTALATION OF LIGHTS AND CEILING LIGHT AT DW CONRAD, DW MOA, DW THE BAY 2/2/2023 OFFICE TO CUBAO 20.00 CUBAO TO MOA 50.00 148.00 MOA TO THE BAY 15.00 THE BAY TO TAFT 15.00 TAFT TO CUBAO 28.00 **CUBAO TO OFFICE** 20.00 921.00 TOTAL:

Prepared by:

JEN RAPISTA

Approved by:

MAY ROS MORALES

ADMIN HEAD

PETTY CASH LIQUIDATION REPORT REIMBURSEMENT

Requestor's Name:

JENIFER RAPISTA

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

Date of Requisition: Jan , 2023

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Requestor's Signature/ date Signature over printed frame of the										over printed name of equestor/ date			Signature over printed name of the Petty Cash Custodian/		
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