

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. 1,2022	Btb Piazza/	Perez	Pasay	95.00	bus									
	Btb Uptown/	Pasay	Gate 3	12.00	jeep									
	Btb Mitsukoshi	Gate 3	Piazza	15.00	jeep									
		Piazza	Uptown	16.00	jeep									
		Uptown	Ayala	13.00	Bgc bus - beep card									
		Ayala	Pasay	free										
		Pasay	Perez	100.00	uv express									
Dec. 2,2022	Dw Megamall	Perez	Pasay	95.00	bus									
		Pasay	Megamall	free										
		Megamall	Pitx	free										
		Pitx	Perez	87.00	bus									
Dec. 3,2022	Btb Resortsworld	Perez	Pasay	95.00	bus									
		Pasay	Rwm	12.00	jeep									
		Rwm	Pasay	12.00	jeep									
		Pasay	Perez	100.00	uv express									
Dec. 5,2022	HQ	Perez	Pitx	87.00	bus									
		Pitx	Cubao	free										
		Cubao	Hq	30.00	tricycle									
		Hq	Pasay	free										
		Pasay	Perez	100.00	uv express									
Dec. 6,2022	Btb Vmall / Btb Galleria	Perez	Cod	89.00	bus									
		Cod	Santolan	free										
		Santolan	Vmall	12.00	jeep									
		Vmall	Galleria	13.00	jeep									
		Galleria	Pasay	free										
		Pasay	Perez	100.00	uv express									
Dec. 7,2022	Xiaomi Circuit /	Perez	Cod	89.00	bus									
	Btb Century	Cod	Guadalupe	free										
		Guadalupe	Circuit	12.00	jeep									
		Circuit	Century	12.00	jeep									
		Century	Ayala	12.00	jeep									
		Ayala	Pasay	free										
		Pasay	Perez	100.00	uv express									
Dec. 8,2022	HOLIDAY													
Dec. 9,2022	Btb Nomo	Perez	Sm Molino	55.00	multicab									
		Sm Molino	Nomo	13.00	jeep									
		Nomo	Sm Molino	13.00	jeep									
		Sm Molino	Perez	55.00	multicab									
Dec. 10,2022	Btb Ermita	Perez	Ermita	100.00	uv express									
		Ermita	Perez	100.00	uv express									
Total				1,644.00										
Less: Petty Cash Received														
Advances from (Advances to) employee				(1,644.00)										

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 Requestor/

Applicable if the
liquidation
received by:

Signature over
printed name of
the Petty Cash

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