

# DIGITS TRADING CORP

Period Covered:

AUGST 13-18, 2022

## ADMIN REIMBURSEMENT

DATE	DESCRIPTION	AMOUNT
8/13/2022	BERNIE PANCHO-PURCHASED LED BULB 9W DL 1 PC (115 PESOS) FOR THE REPLACEMENT OF 1 PC LED BULB IN RDU GUARD TABLE (MO-081322-0283)	155.00 ✓
	MAIN OFFICE TO CUBAO	
	CUBAO TO MAIN OFFICE	
	LED BULB 9W DL 1 PC	
	BERNIE PANCHO-PURCHASED HUAWEI CELLPHONE "CHARGING PIN BATTERY" (400 PESOS) FOR THE REPAIR OF COMPANY PHONE HUAWEI OF BERNIE PANCHO REPLACED NEW BATTERY CHARGING PINS	440.00 ✓
	MAIN OFFICE TO CUBAO	
	CUBAO TO MAIN OFFICE	
	HUAWEI CELLPHONE CHARGING PIN BATTERY	
8/15/2022	BERNIE PANCHO-OCULAR INSPECTION OF THE FOLLOWING: DOCUMENTS SHREDDING, CUTTING OF TREES, PTUAZON HOUSE BROWN OUT	40.00 ✓
	MAIN OFFICE TO PTUAZON	
	PTUAZON TO MAIN OFFICE	
	MARTIN DUMAS-DELIVERY OF EXTENSION OUTLET & LED BULB FOR THE PTUAZON HOUSE BROWN OUT "PAPER SHREDDING"	30.00 ✓
	MAIN OFFICE TO PTUAZON	
8/16/2022	ROSE ANN TAN-MOBILE ALLOWANCE FOR (JUNE,JULY, AUGUST)	900.00 ✓
	LOAD ALLOWANCE	
8/17/2022	BERNIE PANCHO-OCULAR INSPECTION WITH REGARDS TO THE PROGRESS OF PAPER SHREDDING AND TREES CUTTING IN PTUAZON	40.00 ✓
	MAIN OFFICE TO PTUAZON	
	PTUAZON TO MAIN OFFICE	
8/18/2022	MARTIN DUMAS-PURCHASED OF BIDET HEAD (299.75) FOR THE REPLACEMENT OF BIDET SPRAY HEAD IN 3RD FLOOR CR MALE (MO-081822-0285)	339.75 ✓
	MAIN OFFICE TO EDSA CUBAO	
	EDSA CUBAO TO MAIN OFFICE	
	DBIDET HEAD	
	ARVIN GAVINO-ITEM FOR PICK UP AT PC HUB	54.40 ✓
	NTC TO PC HUB	
	PC HUB TO MAIN OFFICE	
TOTAL:		1,999.15

Prepared by: JEN KAPISTA  
ADMIN

Approved by: KAT GO  
ADMIN HEAD