

**PAYMENT REQUEST FORM**

Date: July 20, 2022  
Payee: Frederick Wade Chua  
Amount: 2,500.00  
Branch Name:  
Department: BREX  
Purpose: Transportation Allowance

Document No.:  
Date Needed: ASAP

**Remarks:**

What: Transportation Allowance for Store Visit

Bank: BDO

Account Number: 005950339216

Payee: Frederick Wade Chan Chua

REQUESTED BY:

  
Frederick Wade Chua

Project Manager

APPROVED BY:

  
Howard Paw

AVP

*Note\* Accounting process in payables is 3 working days upon received of original Payment Request Form.  
Pls. attached approved quotation or any proof that can support your request. This form will be used  
for NON P.O Item such ask base on contract & Permits payments.*

**FOR ACCOUNTING ONLY**

**Accounting Dept:**

Received by:

Name/ Date

Requestor Copy

Processed by:

Name/ Date

**Finance Dept:**

Verified By:

Name/ Date

Approved by:

Name/ Date