

PETTY CASH LIQUIDATION REPORT REIMBURSEMENT

Requestor's Name: Jenifer Rapista

Date of Requisition: February 3, 2023

Date of Liquidation: February 7, 2023

		Destination		Supplier details										
Date	Particular	From	To	Amount	Remarks	Company name	Address	TIN#	SI#	OR#	Ref#	Vatable Sales	Vat	Vat exempt
3-Feb-23	MPDP													
	filling fee	500 X 1		500.00										
	permit fee	1500 X 1		1,500.00										
	inspection fee	1500 X 1		1,500.00										
	dst	30 X 1		30.00		FOR NEW APPLICATION of NTC - MPDP AND WDN - OPEN SOURCE BY BEYOND THE BOX								
	WDN													
	filling fee	180 X 1		180.00										
	permit fee	1200 X 1		1,200.00										
	inspection fee	720 X 1		720.00										
	dst	30 X 1		30.00										
				5,660.00										
Less: Petty Cash Received					5,660.00									
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 JENIFER RAPSTA
Requestor's Signature/ date

Checked by: _____
Signature over printed name of the _____

Reviewed by: _____
Signature over printed name of the _____

Received by:

Signature over printed name of

Received by: _____

Signature over printed name

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