

DIGITS TRADING CORP

Period Covered:

August 20-September 9, 2022

ADMIN REIMBURSEMENT

DATE	DESCRIPTION	AMOUNT
8/20/2022	BERNIE PANCHO-PURCHASED 2 PCS PPR GATE VALVE 2" (2,762 PESOS), 2 PCS PPR COUPLING 2" (168 PESOS) FOR THE INSTALLATION OF ADDITIONAL GATE VALVE OF THE CPS WATER PUMP	
	MAIN OFFICE TO CUBAO	20.00
	CUBAO TO RECTO	20.00
	RECTO TO CUBAO	20.00
	CUBAO TO MAIN OFFICE	20.00
	2 PCS PPR GATE VALVE 2"	2,762.00
	2 PCS PPR COUPLING 2"	168.00
		3,010.00
9/6/2022	BERNIE PANCHO-PURCHASED AAA BATTERY 2 PACKS (180 PESOS) FOR THE REPLACEMENT OF WORN OUT BATTERIES IN OFFICE ACU REMOTE CONTROL	
	2 PACKS AAA BATTERY	180.00
		180.00
9/7/2022	RESTY SOLOMON-PURCHASED BLIND REVIT (80 PESOS) FOR THE RESTORATION OF CCTV CABLE TRAY IN WAREHOUSE 2ND FLOOR	
	MAIN OFFICE TO CUBAO	20.00
	CUBAO TO MAIN OFFICE	20.00
	BLIND REVIT	80.10
		120.10
9/8/2022	ARVIN GAVINO-BOUGHT 40W LED BULB IN METRO SOLER/LOM KEY FOR DUPLICATE IN GREENHILLS	
	OMB TO METRO SOLER	73.60
	METRO SOLER TO GREENHILLS	76.00
	GREENHILLS TO MAIN OFFICE	27.20
	ARVIN GAVINO-LOAD ALLOWANCE FOR THE MONTH OF SEPT. 2022	
	LOAD ALLOWANCE	300.00
	BERNIE PANCHO-PURCHASED 3 PCS LED BULB 40W DL FOR THE REPLACEMENT OF 3 PCD LED BULB IN PARKING AREA (MO-081322-0284)	
		1,350.00
9/9/2022	ARVIN GAVINO-NTC STICKERS 400 PCS (ESD-GEC-2207525)	
	NTC STICKER	200.00
	ARVIN GAVINO-PICK UP NTC STICKERS IN SPRINT MARCOS HIGHWAY	
	MAIN OFFICE TO SPRINT MARCOS HIGHWAY	88.00
	SPRINT TO MAIN OFFICE	79.20
		167.20
TOTAL:		5,504.10

Prepared by: JEN RAPISTA

ADMIN

Approved by: KAT GO/MAY ROS MORALES

ADMIN HEAD

DIGITALKS TECH

Period Covered:

September 6-7, 2022

ADMIN REIMBURSEMENT

DATE	DESCRIPTION	AMOUNT
9/6/2022	ARVIN GAVINO-RELEASING OF XIAOMI MPDP PERMIT IN NTC	35.20
	MAIN OFFICE TO NTC	
9/7/2022	ARVIN GAVINO-DELIVER MPDP & WDN OF XIAOMI AYALA MALL IN AYALA CIRCUIT	153.60
	OMB TO AYALA CIRCUIT	
	AYALA CIRCUIT TO MAIN OFFICE	
TOTAL:		188.80

Prepared by:

JEN RAPISTA

ADMIN

Approved by:

KAT GO/MAY ROS MORALES

ADMIN HEAD