

MISCONDUCT FORM

DATE: 01/01/24  
 TO: HRD  
 FROM: CWD  
 NAME OF ERRING  
 EMPLOYEE: Shiela Vitor  
 DEPT: Wholesale

INFRACTION: Negligence.  
 DETAILS: the cashier transacted 4 trays  
of MARCELA FRESH EGGS MED worth 255.00  
each amounting to 1,020.00 instead of  
4 sets of by 3 worth 27.00 each  
 VIOLATION NO: amounting to 108.00 only.  
 OFFENSE: \_\_\_\_\_

MM  
 DEPARTMENT/SUPERVISOR

ALTURAS SUPERMARKET CORPORATION  
 INTEROFFICE MEMO

TO: Accounting, IAD, MIS  
 FROM: CWD  
 DATE: 01/01/24  
 SUBJ: Wrong Transaction.

> the cashier transacted 4 trays of  
MARCELA FRESH EGGS MEDIUM worth 255.00  
amounting to 1,020.00 instead of 4 sets  
of by 3 of FRESH EGGS MEDIUM worth  
27.00 each amounting to 108.00 only.

> kindly and thank you!

MM

Date: 01/01/24

REQUEST FOR:  
☒ Change item ☐ Refund  
Wholesale  
 Section

NAME: Juliet Torregosa  
 ADDRESS: San Agustin, Talibon, Bohol  
 COMPLAINT: Wrong Transaction. the cashier  
transacted 4 trays of MARCELA FRESH  
EGGS MEDIUM worth 255.00 each amounting  
to 1,020.00 instead of 4 sets of by  
3 of FRESH EGGS MEDIUM worth 27.00  
each set amounting to 108.00 only.  
 RECOMMENDATION: \_\_\_\_\_

Ask for re-transaction.

Contact No: 09129167013

MM  
 Officer of the day

Shiela Vitor  
 Customer Signature

Change Item/Refund Approved by \_\_\_\_\_

## ASC - TALIBON BRANCH

Owned & Managed by ASC

Poblacion, Talibon, Bohol

TIN: 000-254-327-002; Permit #: FP072019-123-0221514-00002

MIN: 19071114312445935; Serial #: 59GS9X5598

### SALES INVOICE

SOLD TO: : Edbeth Store ( TAL-00055 )  
Talibon

Truck :

B&C Agent :

DSG Agent :

Remarks :

RUN TIME : 4:24:41 PM, Page : 1

Sales Invoice No. : TWS4-SI00040058

SO Number : TWS4-SO00040060

Date : 12/30/23

Due Date : 12/30/23

Payment Terms : COD

TALIBON SUPERMARKET - WS

QTY	UNIT	PARTICULARS	PRICE	AMOUNT
10	BOT	VINO KULAFU 24/350ML	39.25	392.50
2	BOT	TANDUAY RHUM LIGHT 12x750ML	106.85	213.70
5	BOT	TANDUAY 5YEARS 12/750ML	127.45	637.25
2	BOT	VITAMILK ORIGINAL 24x300ML	29.40	58.80
1	CS12	ROYAL TRU ORANGE SWAKTO 12x190	124.95	124.95
1	BOT	ZONROX BLEACH ORIGINAL SCENT 24	39.25	39.25
2	PACK	NESTLE ALL PURPOSE CREAM PH 250	64.90	129.80
1	PACK	FIESTA SMALL SWEET SPAGHETTIPIID	72.50	72.50
1	PACK	BEAR BRAND POWDER MILK DRINK 30	105.05	105.05
1	PACK	BEAR BRAND POWDERED MILK 14x84	286.45	286.45
1	PACK	RAM BDL PK PASTA/SPAG SCE SWEE	152.75	152.75
1	PACK	FIESTA SALAD MACARONI 400G	44.60	44.60
3	PCS	SILVER SWAN SOY SAUCE 200ML	10.00	30.00
1	CASE	COCA COLA REGULAR 12/1.5L	694.75	694.75
5	PCS	HOMI INSTANT MAMI BEEF BRISKET 7	8.40	42.00
4	LYR	PLAIN CHIFFON CAKE ROUND BIG	174.50	698.00
1	BOT	NELITA KAONG GREEN 24/8oz	51.45	51.45
4	TRAY	MARCELA FRESH EGGS MEDIUM	255.00	1,020.00
1	LOAF	ALTURAS SLICED BREAD	56.50	56.50
3	PACK	EGGHEADS CHOCO BALLS 48/25s	25.70	77.10
1	PACK	SWIRL CHOCO WITH CRISPED RICE 4	32.85	32.85
1	PACK	WHY NUT WHITE 20x24s	41.65	41.65
1	PACK	MAYFAIR PRALINES MILK CHOCO 24/5	55.50	55.50
2	PACK	KRIMSTIX SOFTEE 24x25s	28.10	56.20
8	3'S	NESCAFE CLASSIC STICK MP PH 12/8	6.75	54.00
1	PACK	EQ PANTS BABY DIAPERS BP MED 20x	73.60	73.60
4	3'S	ANGEL COFFEE CREAMER 20/48/5G	4.45	17.80
2	BAR	CALLA DET BAR 36x370G	23.95	47.90
4	3'S	CREAMSILK ULTRA REBORN STRAIGH	18.75	75.00
6	PCS	DOWNY FAB COND ANTIBAC 360x22ML	5.55	33.30
6	PCS	CALLA DET PWDR FC ROSE GARDEN	13.25	79.50

Payment Mode : CASH

Total:	5,494.70	
Total Discount:	0.00	
Grand Total:	5,494.70	
ATP:	0.00	
GC:	0.00	
AR:	0.00	
CASH:	5,500.00	5,500.00
CHANGE:		5.30

Delivered by :

Received by :

Encoded by :

Checked by :

APSOFT, Inc.

#441 Lt. Artiaga St., San Juan City

TIN: 007-047-985-000; Accr. #: 041-007047985-000483-381181; Valid until: 07/31/2025

Landsteinar Retail 3.75 Plus POS; Date Issued: November 05, 2010; PTU #: 0913-080-165702-045

JONAVY LEGASPI