

## MISCONDUCT REPORT

DATE: 6-21-24

TO: HRD

FROM: Jedalya Naul

NAME OF ERRING EMPLOYEE: Jenette Rosales

DEPARTMENT ASSIGNED: Warehouse

INFRACTION: Negligence

DETAILS: Wrong entry of PR#. Entered in  
ATM-PR00003196 instead of ATM-PR  
000003191 refer ATM-PR00003191 dated  
6-20-24

VIOLATION NO.: \_\_\_\_\_

OFFENSE NO.: \_\_\_\_\_

  
DEPARTMENT SUPERVISOR

## ALTURAS SUPERMARKET CORPORATION INTEROFFICE MEMO

TO: ITD

FROM: Jedalya Naul

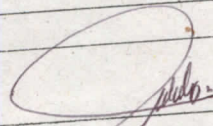
DATE: 6-21-24

SUBJ: Credit memo

Good day!

Please allow us to adjust Purchase  
Invoice ATM-PR00003191 dated 6-20-24.

Wrong entry of PR#. Entered in  
ATM-PR00003196 instead of ATM-PR00003191.  
Thank you.



LEONARDO DISTRIBUTORS INC.  
La Paz, Cortes; Bohol DE LA PAZ, CORTES  
Stock Transfer Out Slip

Inter-Subsidiary Transfer Invoice  
Page No : 1

Customer No : LRTE-00005  
Customer Name : TALIBON MEGA MARKET

Invoice No. LDI-S200038578  
Order No. LDI-SO00038888  
Ext. Doc. No. ATLSMSP000002030  
Posting Date 06/15/24  
Due Date 06/15/24  
Prices Incl. VAT Yes

Quantity	UOM	Item No.	Description	Size	Color	Conv. Factor	Unit Price	Amount
2	CASE	175025	EL HOMBRE PARTY MIX 6/700ML			6	1,815.17	3,630.34
3	CASE	101127	TOSKA VODKA 12/700ML			12	2,193.84	6,581.52

Total PHP Incl. VAT 10,211.86  
12 % VAT 1,094.13  
Total PHP Excl. VAT 9,117.73

VAT % 12  
Line Amount 10,211.86

Inv. Disc. Base Amount 0.00  
Invoice Discount Amount 0.00

VAT Base 9,117.73  
VAT Amount 1,094.13

Prepared By:

Checked By:

Received By:

Percy Lumantao

Runtime : 8:14:41 AM

THIS DOCUMENT IS NOT VALID FOR CLAIM OF INPUT TAX CREDIT

Runtime : 06/15/24

Software Name: MICROSOFT DYNAMICS AX VERSION 3.78

Acknowledgment Certificate No.: AC\_03\_122523\_000135

Date Issued: December 12, 2023

Serial Range: XXXXXX-RR00000001-XXXXXX-RR00000000

Run Time: 03:05 AM

Run Date: 06/15/24

**ALTURAS SUPERMARKET CORPORATION****ALTURAS MALI - TALIBON**

Poblacion 6325 Talibon Bohol Philippines

Tel. No. 038-411-4115 Fax: 038-411-3556

VAT REG. TIN: 000-254-327-00002

**RECEIVING REPORT**

Page 1

June 20, 2024

**ASC Talibon MM Warehouse**

Talibon, Bohol

Shipment No. **ATLSM-RR000003196**

No.	Description	Quantity	Unit of Measure	Conversion Factor
101127	TOSKA VODKA 12/700ML	3	CASE	12
175025	EL HOMBRE PARTY MIX 6/700ML	2	CSE6	6

**Pay-to Address**

Pay To Vendor      LEONARDO DISTRIBUTORS INC.  
TAGB.CITY

Encoded by:

Checked by:

Approved by:

Joanette Rosales**"THIS DOCUMENT IS NOT VALID FOR CLAIM OF INPUT TAX"**

Software Name/Version:    MICROSOFT DYNAMICS NAVISION 3.75

Acknowledgement Certificate No.:    AC\_123\_122023\_000135

Date Issued:    December 12, 2023

Serries Range:    XXXXXX-RR00000001 - XXXXXX-RR99999999

Run Time    9:06:05 AM

Run Date    06/21/24

LEONARDO DISTRIBUTORS INC.  
La Paz, Cortes, Bona DE LA PAZ, CORTES  
Stock Transfer Out Slip

Inter-Subsidiary Transfer Invoice  
Page No : 1

Customer No : LRTE-00005  
Customer Name : TALIBON MEGA MARKET

Invoice No. LDI-S200038580  
Order No. LDI-SO00038854  
Ext. Doc. No. ATLSMSP0000002030  
Posting Date 06/15/24  
Due Date 06/15/24  
Prices Incl. VAT Yes

Quantity	UOM	Item No.	Description	Size	Color	Conv. Factor	Unit Price	Amount
1	CS12	192984	KELLY DRY GIN 12x700ML			12	1,533.87	1,533.87
30	CASE	101128	MARIA CLARA SANGRIA 12/750ML			12	2,031.55	60,946.50
1	CS24	198032	ORCHID COCONUT RUM 24x350ML			24	2,604.97	2,604.97
1	CS12	197084	ORCHID GRENADINE CORDIAL 12x700ML			12	1,889.28	1,889.28
3	CASE	101128	WHITE CASTLE 69 WHISKY 12/700ML			12	2,031.55	6,094.65
3	CS12	627959	WHITE CASTLE LIGHT WHISKY 12x700ML			12	1,360.76	4,082.28
1	CS24	628203	WHITE CASTLE LIGHT WHISKY 24x350ML			24	1,436.50	1,436.50

Total PHP Incl. VAT 78,568.03  
12 % VAT 8,418.00  
Total PHP Excl. VAT 70,150.03

VAT % 12  
Line Amount 78,568.03  
Inv. Disc. Base Amount 0.00  
Invoice Discount Amount 0.00

VAT Base 70,150.03  
VAT Amount 8,418.00

Prepared By:

Checked By:

Received By:

Percy Lumantao

Runtime : 8:15:46 AM

Rundate : 06/15/24



**ALTURAS SUPERMARKET CORPORATION****ALTURAS MALL - TALIBON**

Poblacion 6325 Talibon Bohol Philippines

Tel. No. 038-411-4115 Fax: 038-411-3556

VAT REG. TIN: 000-254-327-00002

**RECEIVING REPORT**

Page 1

June 20, 2024

**ASC Talibon MM Warehouse**

Talibon, Bohol

Shipment No. **ATLSM-RR000003191**

No.	Description	Quantity	Unit of Measure	Conversion Factor
101126	WHITE CASTLE 69 WHISKY 12/700ML	3	CASE	12
101128	MARIA CLARA SANGRIA 12/750ML	30	CASE	12
192981	KELLY DRY GIN 12x700ML	1	CS12	12
197064	ORCHID GRENADINE CORDIAL 12x700ML	1	CS12	12
198032	ORCHID COCONUT RUM 24x350ML	1	CS24	24
627959	WHITE CASTLE LIGHT WHISKY 12x700ML	3	CS12	12
628203	WHITE CASTLE LIGHT WHISKY 24x350ML	1	CS24	24

**Pay-to Address**

Pay To Vendor      LEONARDO DISTRIBUTORS INC.  
TAGB.CITY

Encoded by:

Checked by:

Approved by:

Joanette Rosales**"THIS DOCUMENT IS NOT VALID FOR CLAIM OF INPUT TAX"**

Software Name/Version:    MICROSOFT DYNAMICS NAVISION 3.75

Acknowledgement Certificate No.:    AC\_123\_122023\_000135

Date Issued:    December 12, 2023

Series Range:    XXXXXX-RR00000001 - XXXXXX-RR99999999

Run Time    4:33:54 PM

Run Date    06/20/24

**ALTURAS SUPERMARKET CORPORATION****ALTURAS MALL - TALIBON**

Poblacion 6325 Talibon Bohol Philippines

Tel. No. 038-411-4115 Fax: 038-411-3556

VAT REG. TIN: 000-254-327-00002

**POSTED RECEIVING REPORT****POSTED RR # :** ATLSM-PRR000003311

Page 1

**Vendor** S2600 LEONARDO DISTRIBUTORS INC.**RR # / Ref #:** ATLSM-RR000003196 / LDI-S20003851**Payment Terms****Order No.** ATLMSPO000002030**Place of Payment****Posting Date** 06/20/24**Inv. Discount** 0.00**Due Date** 06/20/24

Item Code	Description	Size	Color	Qty.	Unit of Meas.	Direct Unit Cost	Gross Amount	Disc. %	Disc. Amount	Amount	Net Cost	Cor Fac
101126	WHITE CASTLE 69 WHISKY 12/700ML			3	CASE	736.56	2,209.68		0.00	2,209.68	657.64	
101127	TOSKA VODKA 12/700ML			3	CASE	2,193.84	6,581.53		0.00	6,581.53	1,958.79	
101128	MARIA CLARA SANGRIA 12/750ML			30	CASE	2,031.55	60,946.50		0.00	60,946.50	1,813.88	
175025	EL HOMBRE PARTY MIX 6/700ML			2	CSE6	1,215.65	2,431.30		0.00	2,431.30	1,085.40	
192981	KELLY DRY GIN 12x700ML			1	CS12	1,533.86	1,533.86		0.00	1,533.86	1,369.52	
197064	ORCHID GRENADINE CORDIAL 12x700ML			1	CS12	0.00	0.00		0.00		0.00	
198032	ORCHID COCONUT RUM 24x350ML			1	CS24	0.00	0.00		0.00		0.00	
627959	WHITE CASTLE LIGHT WHISKY 12x700ML			3	CS12	1,360.76	4,082.28		0.00	4,082.28	1,214.96	
628203	WHITE CASTLE LIGHT WHISKY 24x350ML			1	CS24	0.00	0.00		0.00		0.00	

\*\*\* NOTHING FOLLOWS \*\*\*

<b>Gross Amount</b>	77,785.16	<b>Inv. Discount Amount</b>	0.00	<b>12% VAT</b>	8,334.12
<b>Line Discount Amount</b>	0.00	<b>Total PHP Incl. VAT</b>	77,785.15	<b>Total PHP Excl. VAT</b>	69,451.03
<b>Running Discount</b>	0% ,0% ,0% ,0% ,0%				

**Prepared by:****Checked by:****Approved by:**

Joennette Rosales

**Software Name/Version:** MICROSOFT DYNAMICS NAVISION 3.75**Acknowledgement Certificate No.:** AC\_123\_122023\_000135**Date Issued:** December 12, 2023**Series Range:** XXXXXX-PRR000000001 - XXXXXX-PRR999999999**Run Time:** 9:06:08 AM**Run Date:** 06/21/24