

**ALTURAS SUPERMARKET CORPORATION
INTEROFFICE MEMO**

TO: 1AD
FROM: Jedilyn Naul

DATE: Feb. 16, 2024

SUBJ: Credit memo

Good day!

Encoded the item 171578 and
171579 with no actual item.

Tsm-P477586 dated 2/07/24.

Thank You!

Jedilyn Naul

MISCONDUCT REPORT

DATE: Feb. 16, 2024

TO: HRD

FROM: Jedilyn Naul

NAME OF ERRING EMPLOYEE: Meriam Pogoy

DEPARTMENT ASSIGNED: M.I.S

INFRACTION: Negligence

DETAILS: She encoded the item 171578 and 171579 in their receipt but there was no actual item upon checking.

Refer Tsm-P477586 dated 2/7/24.

VIOLATION NO.: _____

OFFENSE NO.: _____

Jedilyn Naul

DEPARTMENT SUPERVISOR

MSB

DRIED FISH/FRESH EGGS

Bool District, Tagbilaran City

ALTURAS

Delivered to: _____

Address: TALIBON

DELIVERY RECEIPT

No. 1087

Date 02-07-24

Contact No.: _____

Qty.	Description	Price	Item Total
NS 12	STEEL GRILL W/ STAND LARGE - 171578	60.25	
NS 12	STEEL GRILL W/ STAND MED 171579	33.75	
6	SUG ANG SINGLE BURNER L - 127317	102.25	613.50
6	SUG ANG SINGLE BURNER H - 127318	88.25	529.50
6	SUG ANG SINGLE BURNER XL - 127316	119.25	715.50
NS 12	SUGBAAN LONG - 150211	60.75	
NS 12	SUGBAAN SHORT - 150210	48.30	
24	SUPER DOLL MULTI USE OPENER - 178689	65.00	1560.00
1200	STEEL WOOL PUMBLE COLOR 35 - 170449	20.25	24300.00
50	Toilet Brush Wire Hm. 170222	45.25	2262.50
50	Wash Brush Small 170221	26.25	1312.50

Prepared & Checked by: _____

Delivered by: _____

TOTAL 36993.50

Received the above goods in good order and condition

02-07-24

ASC Talibon Branch - SM

2nd Flr., Talibon Mega Market

Pob. Talibon, Bohol

BOHOL Talibon

Purchase - Invoice

PURCH. INVOICE #: TSM-P477586

Page 1

Vendor's Code S2886 MARGARITA B TENEFRAANCIA
Payment Terms 45DAYS
Place of Payment
Inv. Discount 0.00

RR # / Ref #: TSM-P768215 / 1087.
Order No. SMGM00488346
Posting Date 02/07/24
Due Date 03/23/24

Item Code	Description	Size	Color	Qty.	Unit of Meas.	Direct Unit Cost	Gross Amount	Disc. %	Disc. Amount	Amount	Net Cost	Cor Faci
171578	MSB STEEL GRILL WITH STAND LARGE			12	PCS	60.25	723.00		0.00	723.00	53.79	
171579	MSB STEEL GRILL WITH STAND MED			12	PCS	33.75	405.00		0.00	405.00	30.13	

*** NOTHING FOLLOWS ***

Gross Amount	1,128.00	Inv. Discount Amount	0.00	12% VAT	120.86
Line Discount Amount	0.00	Total PHP Incl. VAT	1,128.00	Total PHP Excl. VAT	1,007.14
Running Discount	0% ,0% ,0% ,0% ,0%				

Prepared by:

Meriam Pugoy

Checked by:

Approved by:

Run Time: 5:10:12 PM

Run Date: 02/15/24