

## REQUEST FOR REFUND

F O R : THE ACOO – ASSETS MANAGEMENT SECTOR

F R O M : THE MANAGER – BUSINESS DEVELOPMENT DEPT.

TIEZA PROPERTY : BANANUE HOTEL (BH)

REQUESTING PARTY : A & A EXPRESS TRAVEL & TOURS

NAME OF GUEST : MR. RYAN DE GUZMAN & CO.

BOOKING DATE : APRIL 8-10, 2020

RESERVATIONS DETAILS : 2 TWNS STANDARD ROOMS with BREAKFAST

DATE OF CANCELLATION : MARCH 13, 2020

REASON/S : The booking was cancelled due to the Enhance Community Quarantine (ECQ) brought about by COVID-19

RECOMMENDATION/S : Full refund of the payment made since reason of cancellation is force majeure in nature.

  

COMPUTATION : P 1,800.00 x 2 standard rooms x 2N = P 7,200.00

-----

**AMOUNT TO BE REFUNDED P 7,200.00**

=====

REMARKS : Supporting documents attached:

- \* Letter Request
- \* OR# 0003776 / CV# 52389 dated January 7, 2020

Requesting that the refund be deposited with account details as follows:

BANK : BDO

BANK ADDRESS:

ACCOUNT NAME: A and A EXPRESS TRAVEL and TOURS

ACCOUNT NUMBER : 006540041887 (savings)

Or

BANK : BPI

BANK ADDRESS:

ACCOUNT NAME: A and A EXPRESS TRAVEL and TOURS

ACCOUNT NUMBER : 1653-0146-66 (savings)

REFUNDABLE AMOUNT : P 7,200.00

  
MA. EVELYNE A. FRANCISCO

Approved :

  
JETRO NICOLAS F. LOZADA



**TOURISM INFRASTRUCTURE AND ENTERPRISE ZONE AUTHORITY**  
**MAKATI**

CONFIRMATION VOUCHER		Nº 52389	
<b>NAME OF GUEST</b> Mr. Ryan De Guzman & Co		<b>DATE</b> January 6, 2020	
<b>ADDRESS / TEL#</b> A & A Express Travel and Tours		<b>TIEZA PROPERTY</b> Banaue Hotel	
<b>REMARKS</b> 1. Payment made thru bank transfer 2. Services: 2 twin standard with bfst for 4 pax 3. Please present confirmation voucher upon check-in. Check-in: 12:00 PM / Check-out: 12:00 NN		<b>CHECK-IN</b> Apr. 8, 2020	<b>CHECK-OUT</b> Apr. 10, 2020
		<b>ROOMS</b> 2 std	<b>NO. OF PAX</b> 4
		<b>OTHER SERVICES</b>	
		<b>ABF</b> <b>LUNCH</b> <b>DINNER</b> <b>TRANSFER DETAILS</b> <b>ETA</b> <b>ETD</b>	
<b>OFFICIAL RECEIPT NO.</b>	<b>AMOUNT</b>		
<b>GUEST SIGNATURE</b>	<b>TIEZA RESERVATIONS OFFICER</b>		



REPUBLIC OF THE PHILIPPINES  
**Tourism Infrastructure and Enterprise Zone Authority (TIEZA)**  
 6th and 7th Floors, Tower 1 Double Dragon Plaza, DD Meridian Park,  
 Macapagal Ave., Cor. EDSA Extension, Bay Area, Pasay City 1308  
 VAT Reg. TIN: 000-804-761-013



**OFFICIAL RECEIPT**

**SN: 0003776**

Received From: **A & A EXPRESS TRAVEL & TOURS**  
 TIN: **362-066-797**  
 Address: **BRGY: 9, LANES ST. LAOAG CITY**  
 Business Style: \_\_\_\_\_

Date: **January 06, 2020**  
 OSCA/PWD ID No.: \_\_\_\_\_  
 SC/PWD Signature: \_\_\_\_\_

QUANTITY	UNIT	ARTICLES	UNIT PRICE	AMOUNT
		BANAUE HOTEL C/O MR. RYAN DE GUZMAN & CO. PAYMENT ON APRIL 8-10, 2020 PER CV#52389 ADV. DEP. DBP-LAOAG 12/28/19		
<b>Mode of Payment:</b>	<b>VATable Sales</b>	6,428.57	Total Sales (VAT Inclusive)	7,200.00
<b>Cash:</b>	<b>VAT-Exempt Sales</b>		Less: VAT	771.43
<b>Check:</b>	<b>Zero Rated Sales</b>		Amount Net of VAT	6,428.57
<b>Check No.:</b>	<b>VAT Amount</b>	771.43	Less: SC / PWD Discount / W/Tax	
ADV. DEP. DBP-LAOAG 12/28/19				<b>TOTAL AMOUNT DUE</b> 7,200.00

**PERSONAL INFORMATION CONSENT SHEET**

I hereby give my consent by filling in the details and by affixing my signature below, to TIEZA, its employees and partners to collect and process all personal data information requested on this form and related transactions.

I also declare that I shall exercise my rights at any reasonable opportunity, in accordance with Republic Act No. 10173, otherwise known as the Data Privacy Act of 2012, its rules and other related issuances by the National Privacy Commission.

This said PERSONAL INFORMATION CONSENT SHEET is in connection with TIEZA's compliance with the Data Privacy Act and other related laws. (TIEZA Privacy Policy: <http://tieza.gov.ph/tieza-privacy-policy>)

Issued by: **Ludovina R. Sadsad**  
 Collecting Officer

CASHIER / AUTHORIZED SIGNATURE

THIS OFFICIAL RECEIPT SHALL BE VALID FOR FIVE (5) YEARS FROM THE DATE OF ATP

50 Bkts. (50 X 3) SN 0002501 - 0005000  
 BIR Authority to Print #6: TAD0001828547  
 Date Issued: June 26, 2019 Valid Until: June 26, 2023  
 National Printing Office (NPO) P.O. Box NPO Hall, Diliman, Q.C.  
 TIN: 000-769-754-0000  
 BIR Accreditation No. 025982614000000010, JAN. 03, 2014

Signature

Re: Booking Order

Yahoo/Inbox

•  
**A&A EXPRESS TRAVEL AND TOURS** <aaexpresstravelntours@gmail.com>

To: Email Team

Tue, Jul 21 at 11:57 AM

Good day!

Due to COVID-19 Virus the tours for Banaue was cancelled. Our clients decided not to rebook their tours and they are asking to have a full refund. They're supposedly to travel on April 8-10, 2020. Lead Guest name: Mr. Ryan De Guzman.

We ask for your understanding and consideration regarding this matter and beg that if we happen to do this, we will not be fined additional charges because this incident is beyond our control.

We hope and pray that things will get better soon for it is affecting us so badly.

KRISTA 0917559410

**A&A EXPRESS TRAVEL AND TOURS**

Llanes Street, Laoag City

Ilocos Norte, Philippines 2900

Globe: 0917 565 9410

0917 565 0227

Sun : 0925 822 2723

0932 845 6267

Tel: (077) 670 7587

Gmail: [aaexpresstravelntours@gmail.com](mailto:aaexpresstravelntours@gmail.com)

Ymail: [aaexpresstravelntours@yahoo.com.ph](mailto:aaexpresstravelntours@yahoo.com.ph)

FBPage: <https://www.facebook.com/aaxpresstravel/>

Website: <http://aaexpresstours.weebly.com/>

"Absolutely Amazing Travel Experience"

DOT ACCREDITED Travel Agency