



Republic of the Philippines  
**Tourism Infrastructure & Enterprise Zone Authority**

**MEMORANDUM**

TO : **The Manager**  
Financial Services Department

FROM : **Manager**  
Operations Department

SUBJECT : **Processing of Security Services Payment**

DATE : **July 13, 2021**

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This is to request for the processing of the attached Statement of Account from Alexis Security Agency Provider Phils., Co. Inc. for security services rendered at Balicasag Island Dive Resort for the period covering June 01-30, 2021.

  
**Atty. MARIA TERESA C. ALVAREZ**

# ALEXIS SECURITY AGENCY PROVIDER PHILS. CO. INC.

#28 A First St. Las Piñas Village, Las Piñas City

Tel. No. 832-8624

TIN 221-769-119-000

## INVOICE

TOURISM INFRASTRUCTURE AND ENTERPRISE ZONE AUTHORITY

7th Floor, Tower 1 Double Dragon Plaza Meridian Park

Macapagal Avenue corner EDSAa Extension, Bay Area

Pasay City

Date: July 12, 2021

21-128

### PARTICULARS

### AMOUNT

This is to bill the SECURITY SERVICES for **BALICASAG, ISLAND DIVE RESORT**  
rendered for the period of **JUNE 1-30, 2021**

TOTAL AMOUNT RECEIVABLE

46,510.65

**TOTAL AMOUNT DUE**

**46,510.65**

*Should you have any question/inquiry regarding this invoice, please call the numbers stated above.*

CONDITIONS: Clients expressly submit themselves to the jurisdiction of the courts of Quezon City in any legal action arising out of this transaction. Interest at 20% per annum will be charged on all overdue accounts plus 25% for attorney's fee in case collection is made through an attorney

PREPARED BY:

  
Cristina D. Nayon

NOTED BY:

  
Rosemary D. Gabatan  
President