

BORROW REQUEST CLAIM SLIP

University of Southeastern Philippines
Resource Management Division

Request Information

Request ID: Pending
Date Submitted: 11/7/2025, 7:47:18 PM
Status: PENDING APPROVAL

Borrower Information

Name: Thrace Sumabal
Type: employee
Email: trhrace@usep.edu.ph
Contact: 09156129848

Borrow Details

Borrow Date: 2025-11-07
Return Date: 2025-11-12
Purpose: Academic
Location: Dome

Summary

Total Item Types: 2
Total Quantity: 5 units

Items Requested

Broom (Office Supplies)	x2
TEST 1 (Office Supplies)	x3

Staff Signature

Date Approved

Approved by

MM/DD/YYYY

This claim slip must be presented to receive approved items.
Keep this slip until items are returned.