



GENDER AND DEVELOPMENT FOR CAMBODIA (GADC)

To: Suong Chanlina, Finance &HR Manager
Through: Finance Unit
From: Seng Sopheak, IT Officer
Activity: Advance for Changing a New Drum Unit for Konica Minolta

No.	Location	Description	Detail Code				ITEMIZED EXPENSES			DiaKonia	Total
			Donor code/Activity code	GADC-LFA activity code	Account Code	Source of fund	Ref#	Quantity	Amount		
	Phnom Penh	<u>Advance for Changing a New Drum Unit for Konica Minolta</u>			<u>\$200</u>						
1		Drum Unit for Konica Minolta bizhub287 DR-312(100k)			5202.06		1	1	Item	\$ 189.00	\$ 189.00
		VAT 10%								\$ 18.90	\$ 18.90
		Total :								\$ 207.90	\$ 207.90

Total Expense

\$207.90

Cash Advance

\$207.90

Verified by:

Name: Ms. Suong Chanlina
 Position: Finance &HR Manager
 Date: 23 May 2022

Endorsed by
whom approval (Sina)

Prepared by:

Name: Seng Sopheak
 Position: IT Officer
 Date: 23.05.22



GADC

អង្គការយុវជន និងកីឡាស្រី កម្ពុជា
Gender and Development for Cambodia

ADV/REF: 00089

Need Cash date:....23-May-22....

Cash Advance Form

Items Description	Code	Amount		Balance	
		Advanced	Actual Exp.	Returned	Reimbursed
Change a new Drum Unit for Konica Minolta bizhub287 DR-312(100k)	5200	\$207.9	\$207.9	0.00	
TOTAL		\$207.9			

Amount in Word (Return/Reimburse):.....ZERO.....

Requested by: Sopheak Signature: [Signature] Date: 18/05/22

Verified by Unit Manager: Suomy Chamling Signature: [Signature] Date: 18/05/2022

Checked by Finance Manager: Suomy Chamling Signature: [Signature] Date: 18/05/2022

Approved by*: Eng Chanay Signature: [Signature] Date: 18/05/22

Before activity implementation: (>\$3,000 sign by two people at least)

1st Received by:..... Signature:..... Date:...../...../.....

2nd Received by:..... Signature:..... Date:...../...../.....

3rd Received by:..... Signature:..... Date:...../...../.....

After activity implementation:

1st Settled by: Sopheak Semy Signature: [Signature] Date: 23/05/22

2nd Settled by:..... Signature:..... Date:...../...../.....

3rd Settled by: Suomy Signature:..... Date:...../...../.....

Verified by: Suomy Chamling Signature: [Signature] Date: 23/05/2022

*Refer to Financial Manual, article #14.d "The Unit Manager is responsible to verify the expenditure but limited to approve spending amount up to \$100 with approved budget".

Website: www.gadc.org.kh, Tel: (855-23) 215 137, Fax: (855-23) 996 934

#89, St. 288, Sangkat Olympic, Khan Chamcarmon, Phnom Penh, Cambodia: P.O Box 2684 Phnom Penh 3 or Mail Box at CCC 128



GENDER AND DEVELOPMENT FOR CAMBODIA (GADC)

To: Suong Chanlina
 Through: Finance Unit
 From: Sopheak Seng
 Activity: Advance for Changing a New Drum Unit for Konica Minolta

No.	Location and Date	DESCRIPTION					ESTIMATE COST					DiaKonia	Total	
			Donor Activity code	LFA code/ Project Code	Account Code	Source of Fund	Quantity		Cost	Time				TOTAL
1	Phnom Penh	<u>Advance for Changing a New Drum Unit for Konica Minolta</u>			5200									
		Drum Unit for Konica Minolta bizhub287 DR-312(100k)					1	item	\$ 207.90	1	Time	\$ 207.90	\$ 207.90	\$ 207.90
		Total:										\$ 207.90	\$ 207.90	\$ 207.90



Verified by:

Name: Suong Chanlina

Position: Finance and HR Manager

Date: 18 May 2022

Endorsed by

 Name: Seng Sopheak

For Accounting Use Only

Check by: [Signature]
 Name: KANDISA
 Position: PO
 Date: 18.05.22

Prepare by:

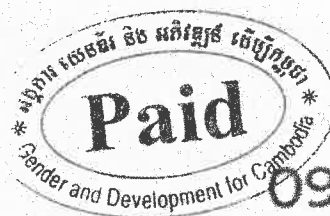
Name: Seng Sopheak

Position: IT Officer

Date: 18 May 22

TRANSACTION DETAIL

Transaction Date	May 23, 2022
Value Date	23 May 2022 12:01 AM
Credit Amount	207.90 USD
Credit Account	29000259529017
Debit account name	GADC
Debit Account	09001079667515
Description	IB Txn(PV266SopheakAdv)



 SHARE



ក្រុមហ៊ុន អប្សរា ប៊ីស៊ីណេស ស៊ីស្តិម ខេមបូឌា

APSARA BUSINESS SOLUTIONS CAMBODIA Co.,Ltd.

#200Eo,Norodom Blvd, Sangkat Phsar Chas

Khan Daun Penh, Phnom Penh.Cambodia

Tel:855-23 218 313/428 313 Fax :855-23 215 273

E-mail:admin@apsarabusiness.com

N° :001199

\$207.90

ស៊ូឌា

.,LTD



KONICA MINOLTA

ស៊ីស្តិមផ្កាចក្រ

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OFFICIAL RECEIPT

- From : Gender And Development For Cambodia
- The Sum of : Two Hundred Seven And Ninety Cents Dollars Only
- Payment for : Konica Minolta BH-287 Drum Unit

SR Sopheak

Cash / Cheque

Date : 23 / 05 / 2022

Phy Phany
Receiver

លេខទូរស័ព្ទ : 070-574 748

Telephone No. :

លេខអត្តសញ្ញាណកម្ម (VATTIN) : K005-100101283

invoice NO. :

កាលបរិច្ឆេទ : 23 / 05 / 2022

Date :

ល.រ No	រាយមុខទំនិញ Description of Goods	ឯកតា Unit	បរិមាណ Quantity	តម្លៃរាយ Unit price	តម្លៃសរុប Amount
1	Konica Minolta bizhub 287/367 Drum Unit DR-312 (100K) (Japan)	Unit	1	\$189.00	\$189.00
	BH-287 (S/N: A7AH047002944,C/T: 114,070 Pages)				

ABA Bank Account Name: Apsara Business Solutions Cambodia Co.,Ltd

Account Number : 000153337

Exchange Rate : 4,062 ៛00/\$US

សរុប (Sub Total)	\$189.00
អាករលើតម្លៃបន្ថែម (VAT 10%)	\$18.90
សរុបរួម (Grand Total)(\$US)	\$207.90
ទឹកប្រាក់សរុបជាលុយរៀល (Riel)	844,490.00,

SR Sopheak

ហត្ថលេខា និងឈ្មោះអ្នកទិញ

Customer's Singnature & Name

Phany

ហត្ថលេខា និងឈ្មោះអ្នកលក់

Seller's Singnature & Name

សម្គាល់ : ច្បាប់ដើមសំរាប់អ្នកទិញ ច្បាប់ចម្លងសំរាប់អ្នកលក់

Note : Original Invoice for customer, Copier Invoice for Seller