

LIQUIDATION REPORT

FINANCE AND ACCOUNTING DEPARTMENT

NAME		DATE F	FILED				
PURPOSE OF CASH ADVANCE: MANPOWER ME	ALS TRANSPO FEE FUEL	TOLL FEE	OTHERS _				
DESCRIPTION			QTY	UNIT	UNIT COST	TOTAL AMOUNT	
					GRAND TOTAL		
CASH ADVANCE AMOUNT:	CASH ADVANCE AMOUNT:						
			TOTAL EXPENSES:				
EXCESS AMOUNT TO BE RETURNED:		FOR REIMB	URSMENT:				
PREPARED BY	VERIFIED BY			APPROVED BY			
Employee's Signature (Signature over Printed Name)	Cook Dishama	ELLIZA NICOLE HORA ement Associate Accounting Head			4		
(Signature over Printed Name)	ent Associ	nt Associate Accounting Head DATE SIGNED:					



LIQUIDATION REPORT

FINANCE AND ACCOUNTING DEPARTMENT

NAME						DATE FILE	D			
PURPOSE O	F CASH ADVANCE	: MANPOWER	MEALS	TRANSPO FEE	FUEL	TOLL FEE	OTHERS _			
TRANSAC	TION DATE			PARTICULAR(S)	/ DES	SCRIPTION			AMOUNT	
							(GRAND TOTAL		
CAS	H ADVANCE AMO	UNT:]	CASH ADVANC	E AMOUN	T:		
тот	AL EXPENSES INCL	JRRED: _				TOTAL EXPENSI	ES:	_		
EXC	ESS AMOUNT TO E	BE RETURNED:				FOR REIMBURSI	MENT:	_		
PREPARED BY			VE	ERIFIED BY				APPROVED BY		
Employee's Signature (Signature over Printed Name) DATE SIGNED:		DA	Cash Disbursement Associate		DATE SIGNED:	ELLIZA NICOLE HORA Accounting Head				
PMI FORM FAA										



LIQUIDATION REPORT FORM

FINANCE AND ACCOUNTING DEPARTMENT

NAME						DATE FILED		
PURPOSE C	OF CASH ADVANCE	: MANPOWER	MEALS TRANSF	O FEE	FUEL	. TOLL FEE OTHERS		
TRANSACTION DATE			PART	ICULAR(S)/	DES	SCRIPTION	AMOUNT	
							GRAND TOTAL	
GRANL						GRAND TOTAL		
CASH ADVANCE AMOUNT: TOTAL EXPENSES INCURRED: EXCESS AMOUNT TO BE RETURNED:				CASH ADVANCE AMOUNT: TOTAL EXPENSES: FOR REIMBURSMENT:				
PREPARED BY VERIFIED BY				APPROVED BY				
Employee's Signature (Signature over Printed Name) DATE SIGNED:		Ca	Cash Disbursement Associate			DATE SIGNED:	LLIZA NICOLE HORA Accounting Head	