

REPLENISHMENT / REIMBURSEMENT / LIQUIDATION FORM

Name: ELYSSA VANICE HERODIAS
 Dept.: SALES
 Purpose: REIMBURSEMENT OF VARIOUS EXPENSES

For Replenishment
 For Liquidation
 For Reimbursement

Date	Payee	Particulars	Address	OR / Inv #	TIN / VAT	Invoice Amount	Input	Cost Center	GL ACCOUNT
24-Jun	Ayala Land Metro North, Inc.	Parking Fee	Makati City	5-02248580	008-426-069-001	60.00	18.76	SALES	Purchases
21-Jul	Mcdonald's Restaurant	Meals	Binan City	3535	000-121-242-00180	206.86	22.16	SALES	Purchases
05-Sep	Rufino Pacific Tower	Parking Fee	Makati City	6802	003-826-564-000000	185.00	19.82	SALES	Transportation & Travel
06-Aug	SM Prime Holding, Inc.	Parking Fee	Sta Rosa City	10811274	003-058-789-00042	70.00	7.50	SALES	Purchases
08-Aug	Megaworld Corporation	Parking Fee	Pasay City	201095050	0007477-103-001	60.00	6.43	SALES	Transportation & Travel
09-Aug	Denech Parking Systems and Solutions Inc.	Parking Fee	Makati City	2708	009-732-372-00000	30.00	5.36	SALES	Purchases
13-Aug	SM Prime Holding, Inc.	Parking Fee	Paranaque City	60036078	003-058-789-00024	40.00	4.29	SALES	Purchases
14-Aug	Golden Donuts	Meals - Merch Meeting	Mandaluyong City	371	000-122-565-00103	149.00	15.96	SALES	Transportation & Travel
15-Aug	Mailers Investment Corporation	Parking Fee	Quezon City	201584	008-018-421-00001	30.00	5.36	SALES	Transportation & Travel
18-Aug	Rufino Pacific Tower	Parking Fee	Makati City	5727	003-826-564-000000	65.00	6.96	SALES	Transportation & Travel
19-Aug	Binalot sa Dahon ni Nana y Rosa	Meals - MT Meeting (Yssa, Angel)	Binan City	2660	730-119-584-00000	450.00	48.21	SALES	Purchases
22-Aug	The Coffee Bean & Tea Leaf	Meals - Meeting at Sweet Liaollao (Yssa)	Quezon City	200	004-822-392-00068	195.00	20.89	SALES	Transportation & Travel
22-Aug	Megaworld Corporation	Parking Fee	Quezon City	7000667906	000-477-103-001	60.00	6.43	SALES	Transportation & Travel
27-Aug	Rufino Pacific Tower	Parking Fee	Makati City	6150	003-826-564-000000	65.00	6.96	SALES	Transportation & Travel
27-Aug	Shanri-la Plaza Mall	Parking Fee	Mandaluyong City	1-37-750-7715-87	214-617-904-000	30.00	5.36	SALES	Transportation & Travel
27-Aug	Southwest Bakeventures Corp	Meals - meeting with Events Kim	Mandaluyong City	417	009-737-154-004	179.00	19.18	SALES	Purchases
01-Sep	CMStar Management Inc	Meals - meeting with Shakey's	Sta Rosa City	1200	228-729-037-00133	267.86	28.70	SALES	Transportation & Travel
03-Sep	SPH Food	Meals - meeting with Fishermall buyr	Quezon City	2037	010-502-862-00008	190.00	20.36	SALES	Transportation & Travel
03-Sep	Mailers Investments Corporation	Parking Fee	Quezon City	282750	008-018-421-00001	30.00	5.36	SALES	Purchases
03-Sep	Abacus Book and Card Corp.	Office Supplies	Quezon City	60463	000-299-299-00266	119.00	12.75	SALES	Purchases
05-Sep	Sharmila Food Center Inc.	Meals - BR	Makati City	2108	006-975-387-00000	180.00	19.29	SALES	
08-Sep	U-Park	Parking Fee	Makati City	999355	229-077-051-00009	30.00	5.36	SALES	
08-Sep	Ayala Land Malls Inc.	Parking Fee	Makati City	2-02463255	008-882-645-000	80.00	8.57	SALES	
08-Sep	League One Inc.	Parking Fee	Makati City	181460	008-381-028-001	30.00	5.36	SALES	
08-Sep	Mcdonald's Restaurant	Meals - Trade Check	Makati City	1530	000-121-242-00004	222.00	23.79	SALES	

Total Amount
 Less:
 Balance Due (Company / Employee)

3,143.72
 349.16
 3,143.72

Prepared by:

ELYSSA VANICE H. GUEVARRA
 Employee signature over printed name

Noted by:

ANALYN ESCUYOS
 Department Head signature over printed name

Checked by:

Acting Asst. / Supervisor

Approved by:

Accounting Manager

Accounts Payable - TLCI

Received By: [Signature]

Received Date: 9/19