To whom it may concern,

I am writing this letter of explanation regarding to the missing check booklets for Pasay branch, happened last Dec. 07, 2017. I properly instructed the Driver's helper to give the package to the tolling office of EFI pampanga, and he did what I told him to do.

I should have called the toiling office to confirm if they received the said package. Please do consider. Thank you.

John Carlo Columnas

Inventory Controller

Hypersegregation Inc.