**No : $ID\_GROUP$**

**BUKTI KAS / BANK PENGELUARAN**

**(Imprest)**

**$HOUSE\_BANK$ ($NO\_REK\_HOUSE\_BANK$)**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **URAIAN** | **NOMOR DOKUMEN** | **MATA UANG** | | **JUMLAH** | |
| $NAMA\_VENDOR$  $ITEM\_TEXT$ | $DOC\_NO$ | $CURR\_BAYAR$ | | $AMOUNT\_BAYAR$ | |
| **Jumlah** | | | $CURR\_BAYAR$ | | $AMOUNT\_BAYAR$ | |
| **Terbilang : $NOMINAL\_TERBILANG$** | | | | | | | |

**Jakarta, $TGL\_RENCANA\_BAYAR$**

|  |  |  |
| --- | --- | --- |
|  |  |  |
| |  |  |  | | --- | --- | --- | | Mengetahui | Menyetujui | Menerima | | **$DETAIL\_COUNTER\_SIGNER$** | **$DETAIL\_APPROVER$** |  | | **$NAMA\_COUNTER\_SIGNER$** | **$NAMA\_APPROVER$** | **TRANSFER** | |  |  |
|  |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| Nomor | : | /KEU.00.02/B01060300/$FISCAL\_YEAR$ | Jakarta, $TGL\_RENCANA\_BAYAR$ |
| Srt. Sdr. No | : |  | Kepada Yth : |
| Sifat | : | Segera | Pemimpin |
| Perihal | : | Pemindahan Uang | $HOUSE\_BANK$ |
|  |  |  | $ALAMAT\_BANK$ |

Dengan tanpa melampirkan Giro Bilyet/ Cek Tanggal $TGL\_RENCANA\_BAYAR$ sebesar ($CURR\_BAYAR$) $AMOUNT\_BAYAR$ [$NOMINAL\_TERBILANG$] kami minta kepada saudara agar uang sebesar tersebut dipindahkan dari account no. $NO\_REK\_HOUSE\_BANK$ ke :

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **NAMA/ALAMAT REKANAN** | **BANK** | **NO REK** | **JUMLAH** | **KETERANGAN** |
| $ACCOUNT\_NAME$  $ALAMAT\_VENDOR$ | $BANK\_BENEF$ | $NO\_REK\_BENEF$ | ($CURR\_BAYAR$) $AMOUNT\_BAYAR$ | $ITEM\_TEXT$ |

Demikian agar maklum dan atas perhatiannya diucapkan terimakasih.

|  |  |
| --- | --- |
| $DETAIL\_COUNTER\_SIGNER\_SURAT$ | $DETAIL\_APPROVER\_SURAT$ |
|  |  |
| $NAMA\_COUNTER\_SIGNER\_SURAT$ | $NAMA\_APPROVER\_SURAT$ |

|  |  |  |
| --- | --- | --- |
| **Kantor Pusat – Bank Transfer List** | | |
| House Bank | : | $HOUSE\_BANK$ | |
| Branch | : | $ALAMAT\_BANK$ | |
| Account | : | $NO\_REK\_HOUSE\_BANK$ | |

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **NO** | **NO GROUPING ID** | **NAMA** | **BANK** | **NO REKENING** | **TOTAL TAGIHAN**  **($CURR\_BAYAR$)** | **KETERANGAN** | **EMAIL** |
| $NO\_URUT$ | $ID\_GROUP$ | $ACCOUNT\_NAME$ | $BANK\_BENEF$  /$ALAMAT\_BANK\_BENEF$ | $NO\_REK\_BENEF$ | $AMOUNT\_BAYAR$ | $ITEM\_TEXT$ | $EMAIL\_VENDOR$ |
|  |  |  |  |  |  |  |  |

|  |  |  |
| --- | --- | --- |
| **TOTAL** | : | **($CURR\_BAYAR$) $AMOUNT\_BAYAR$** |
| **TERBILANG** | : | **$NOMINAL\_TERBILANG$** |

|  |  |
| --- | --- |
| $DETAIL\_COUNTER\_SIGNER$ | $DETAIL\_APPROVER$ |
|  |  |
| $NAMA\_COUNTER\_SIGNER$ | $NAMA\_APPROVER$ |