


TO : CAPTIVE PRINTING CORP.
FROM : SECURITY BANK CORPORATION
General Services Division
Date : December 5, 2014
RE : PRINTING OF MC's

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Name of Branch : HEAD OFFICE (IBSD 3rd flr.)
Branch Address : Security Bank Centre
6776 Ayala Ave., Makati City
BRSTN CODE : 01014-999-3
Account No. : 997-821100-608
Start Serial No. : 549421
No. of Pads : 3,000 pcs. of Manager's Check (continuous form)

Verified by:


JULIUS REY S. SAN JOSE
Purchasing Officer

Approved by:


JOHN T. GARCIA / AVP
General Services Division



GSD - Nonstock Requisition Details

Non-Capex

Procedure | Home

-choose action-

go

REFERENCE NO. 68207

UNIT/BRANCH NAME: Loans and Operations Services Division

REQUESTED BY: Hazel Joie Toledo

DATE REQUESTED: 12/1/2014 2:30:53 PM

JUSTIFICATION:

PLEASE SEE DETAILS BELOW. ACCOUNT NUMBER: 0997-821100-608 BRSTN : 01014-9993 LAST SERIES: 0000549120 TO BE CHARGED TO PROFIT CENTER 2780 (AUTO LOAN)

QUANTITY	UNIT	ITEM DESCRIPTION	APPX. AMNT	ASSIGNED FOR CANVASSING TO
3000	PIECE	CUSTOMIZED CHECK	0.00	Armilyn Remitar

OFFICERS INITIAL	OFFICERS COMMENTS COMMENT(S)	DATE/TIME
S. N. TOLENTINO	OIC: S. N. TOLENTINO >APPROVE	12/1/2014 6:31:26 PM
F. V. CAPISTRANO	PLS SEPARATE REQUEST FOR HOME LOANS. THANKS. > FORWARDED TO HAZEL JOIE TOLEDO	12/3/2014 2:23:59 PM
H. N. TOLEDO	PLEASE CHARGE TO PROFIT CENTERS AS FOLLOWS: 1,500 PCS UNDER 2780 (AUTO LOAN) 1,500 PCS UNDER 2865 (HOME LOAN) > FORWARDED TO FE CAPISTRANO	12/3/2014 3:08:34 PM
F. V. CAPISTRANO	(APPROVED) > RETURNED TO FE CAPISTRANO	12/4/2014 5:38:27 PM
F. V. CAPISTRANO	OIC: F. V. CAPISTRANO >APPROVE	12/4/2014 5:40:09 PM
C. .. SAWIT	HI SIR, FOR YOUR APPROVAL, PLEASE. THANK YOU > FORWARDED TO JOHN GARCIA	12/5/2014 10:13:23 AM
J. .. GARCIA	(APPROVED) > RETURNED TO CHANTAL SAWIT	12/5/2014 11:23:10 AM
C. .. SAWIT	> FORWARDED TO JULIUS REY SAN JOSE	12/5/2014 1:41:34 PM

ENTER COMMENTS HERE