

Republic of the Philippines
CAVITE STATE UNIVERSITY
CCAT Campus
Rosario, Cavite
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CCAT STUDENT ORGANIZATION

BUDGET REQUEST

CAMPUS GENERAL ASSEMBLY

Date: December 31, 2024

JIMPLE JAY R. MALIGRO
Coordinator, SDS
This Campus

Sir:

Greetings of peace. I am writing this letter to request for budget disbursement allotted for CAMPUS GENERAL ASSEMBLY scheduled on December 31, 2024. This budget will be utilized as follows:

PROJECTED EXPENSES

Description	Qty	Unit Price	Total
Printing Materials	100	10.00	1,000.00
Event Snacks	50	50.00	2,500.00
Speaker Honorarium	1	5,000.00	5,000.00
TOTAL			8,500.00

Prepared by:

NAME

NAME

Recommending Approval:

NAME

NAME

JAMES MATHEW S. BELEN

President, CSG

MICHAEL EDWARD T. ARMINTIA, REE

In-charge, SGOA

APPROVED:

JIMPLE JAY R. MALIGRO
Coordinator, SDS