



January 7, 2021

Ms. Erlinda S. Esguerra

Head, Accounting Office

Visayas State University

Baybay City, Leyte

Through: **Ms. Rannie B. Veril**
Job Order In-charge

Dear **Ms. Esguerra**:

We are submitting herewith the following "Income Payee's Sworn Declaration of Gross Receipts/Sales" for the current year of 2021 Job Order workers of our department.

No.	Tax Identification Number	Name (LN, FN, MN)	Remarks (Indicate file attached if 1901/1902/1905/COR)
1	757-609-032-000	Acuña, Frances Marie Oquias	3 copies; original copy with 1901 1 copy Accounting 1 copy own file
2	306-183-806-000	Lesidan, Emmanuel Paredes	3 copies; original copy with 1901 1 copy Accounting 1 copy own file

Please acknowledge receipt hereof.

Very truly yours,

JUNDY R. CASTIL

Department Head