



May 23, 2022

Dr. Edgardo E. Tulin
President
VSU, Baybay, Leyte

Dear Dr. Tulin:

Please allow us to petty cash in the amount of Five Thousand Pesos (P5,000.00) charge to NARC A.III.c. The said amount will be used to purchase supplies for the maintenance of NARC facilities.

Hoping for your kind consideration of this request.

Thank you.

Very truly yours,

MARLON D. BENGALAN
Admn. Aide I

Noted:

ROBELYN T. PIAMONTE
Director, NARC

APPROVED:

EDGARDO E. TULIN
President