

**VISAYAS STATE UNIVERSITY**  
Visca, Baybay City, Leyte

**SUMMARY OF SALES, COLLECTIONS AND REMITTANCES**  
**INCOME GENERATING PROJECT**

**PROJECT: Buko, Coconut Seedlings (IGP 6.2)**

**Month: January, 2022**

**I. SALES DURING THE MONTH**

1. Cash Sales	6,360.00
2. Credit Sales	0.00
3. Total Sales	6,360.00

**II. ACCOUNT RECEIVABLES**

1. Balance, beginning of month	0.00
2. Add: Credit sales this month	0.00
3. Total receivables this month (1 + 2)	0.00
4. Less: Collections during this month	0.00
a. Cash	0.00
b. JV's and OR's	0.00
5. Balance end of month	0.00

**III. COLLECTIONS AND REMITTANCES DURING THE MONTH**

1. Cash on hand, beginning of month	
2. Add: Cash sales (1.1)	6,360.00
3. Collection of accounts receivable (1.4)	0.00
4. Unreported income for the month of _____	0.00
5. Total cash during the month (1 + 2)	3,360.00
6. Less: Remittances to the cashier	6,360.00

Date Deposited (LBP)	Account No.	Amount
January 25, 2022	3572100021	3,360.00
January 31, 2022	3572100021	3,000.00
	<b>Total</b>	<b>0.00</b>

**IV. CASH ON HAND, END OF THE MONTH (5-6)** **0.00**

PREPARED BY:

ATTESTED BY:

**JEREMIAS S. VESTRA**  
Project In Charge

**ARGINA M. POMIDA**  
Director, IGP

CERTIFIED CORRECT:

RECOMMENDING APPROVAL:

  
**JEREMIAS S. VESTRA**  
Project Manager

**DILBERTO O. FERRAREN**  
VP, PRGEA

VERIFIED CORRECT:

.

**MARIA TERESA A. CRUZ**  
Internal Audit

APPROVED:

**JUNE LILIA R. QUIRONG**  
State Auditor IV

**EDGARDO E. TULIN**  
President