

July-December 2020
(with Billing Slips)

VISAYAS STATE UNIVERSITY
Baybay City, Leyte

SUMMARY OF SALES, COLLECTION, AND REMITTANCES

Project: Department of Soil Science

Month: July-December, 2020

I. SALES DURING THE MONTH

1. Cash sales	50.00
2. Credit sales	-----
3. Total sales	50.00

II. ACCOUNT RECEIVABLES

1. Balance beginning of the month	20,017.50
2. Add Credit sales this month	-----
3. Total receivables this month	20,017.50
4. Less: Collection during the month	

a. JV's and OR's

5. Balance, end of month (3-4)	20,017.50
--------------------------------	-----------

III. COLLECTION AND REMITTANCES DURING THE MONTH

1. Cash on hand, beginning of the month	-----
2. Add: Cash sales (1:1) Collections during the month	50.00
3. Total cash during the month (1 + 2)	50.00
4. Less: Remittance to the cashier	

<u>Dates</u>	<u>O.R. No.</u>	<u>Amount</u>	50.00
5. <u>Please see attached sheet</u>			
6. Cash on hand, end of month (3-4)			-----

PREPARED BY:

ANGELICA C. ASOY
Laboratory Technician II

CONCURRED:

SUZETTE B. LINA, Ph.D.
Head, DSS

CERTIFIED CORRECT:

MEDARDO C. MAGDADARO, JR.
Project Manager

VERIFIED CORRECT:

MARIA TEREZA A. CRUZ
IASO

RECOMMENDING APPROVAL:

ARGINA M. POMIDA
Director, IGPO

APPROVED:

State Auditor

EDGARDO E. TULIN, Ph.D.