



May 5, 2022

DR. JETT C. QUEBEC
Head, Department of Liberal Arts and Behavioral Sciences
VSU, Baybay City, Leyte.

Dear Dr. Quebec:

Please be informed that our office is making direct verification of customer balances from our Internally Generated Fund (IGF) and Business Related Fund (BRF) projects. Our **VSU Printing Press** confirmed that these transactions remained unpaid as of **March 31, 2022**.

PLEASE EXAMINE CAREFULLY YOUR ACCOUNTABILITIES BELOW AND EITHER YOU CONFIRM THEIR ACCURACY OR REPORT ANY DIFFERENCES DIRECTLY TO OUR OFFICE USING THE ATTACHED CONFIRMATION FORM.

JOB ORDER NO.	DATE	BUYER	BALANCE
2020-046	12/08/2020	DLABS	138,000.00
2020-052	19/08/2020	DLABS	25,560.00
2020-056	21/08/2020	DLABS	8,090.00
2020-098	12/08/2020	DLABS	10,200.00
2020-101	17/08/2020	DLABS	800.00
2020-102	17/08/2020	DLABS	300.00
2020-118	08/09/2020	DLABS	6,600.00
2020-119	10/09/2020	DLABS	19,500.00
2020-120	11/09/2020	DLABS	7,600.00
2020-121	14/09/2020	DLABS	2,600.00
2020-122	15/09/2020	DLABS	7,500.00
2020-123	16/09/2020	DLABS	6,250.00
2020-124	17/09/2020	DLABS	4,000.00
2020-125	18/09/2020	DLABS	20,050.00
2020-126	21/09/2020	DLABS	2,200.00
2020-127	24/09/2020	DLABS	2,250.00
2020-128	24/09/2020	DLABS	3,250.00
2020-129	24/09/2020	DLABS	5,000.00
2020-130	25/09/2020	DLABS	200.00
2020-131	25/09/2020	DLABS	4,800.00
2020-132	25/09/2020	DLABS	2,950.00
2020-133	25/09/2020	DLABS	7,250.00
2020-134	25/09/2020	DLABS	2,100.00
2020-135	25/09/2020	DLABS	850.00
2020-140	28/09/2020	DLABS	2,100.00