



November 2, 2022

MR. NICK FREDDY R. BELLO
Head, Accounting Office
VSU, Baybay City, Leyte

Dear Mr. Bello:

Warmest greetings from OHIA!

Our office would like to borrow the reimbursement vouchers of Ms. Josefina Larrosa on Business Related Funds and all vouchers of Pavilion from Oct 1, 2021 until September 30, 2022. This is in line with our audit.

Our office will pick up the said vouchers as the need arise. Rest assured that all documents will be handled and cared for like the diligence of a good father of the family.

Thank you very much for this assistance.

Yours respectfully,

MARIA TERESA A. CRUZ
Head

Approved/Disapproved:

NICK FREDDY R. BELLO
Head, Accounting