



VISAYAS
STATE UNIVERSITY

DEPARTMENT OF
AGRONOMY

24 March 2025

NICK FREDDY R. BELLO

Head

Accounting Office

VSU, Baybay City, Leyte

Dear Sir,

I would like to request from your office to look into and settle the arrears of my GSIS premiums of the said months and years.

Month and Year	Arrears Amounting to
January 2010	425.88
July 2019	2103.15
August 2019	2103.15
September 2019	2103.15
October 2019	2103.15
January 2025	767.76

Furthermore, I would like to ask for a certification that the above arrears were paid by VSU to GSIS bearing the corresponding receipt number.

Thank you so much for your support.

Very truly yours,


ED ALLAN L. ALCOBER

Faculty, Department of Agronomy

Noted by:


LUI G. ASIO

Head, Department of Agronomy



DEPARTMENT OF AGRONOMY

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