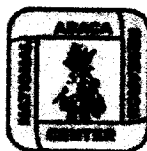




VISAYAS
STATE UNIVERSITY



National Abaca Research Center

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February, 2022

Dr. Edgardo E. Tulin
President
VSU, Baybay, Leyte

Dear Dr. Tulin:

Please allow us to petty cash in the amount of Five Thousand Pesos (P5,000.00) charge to NARC A.III.c. The said amount will be used to purchase spare parts for the maintenance of NARC vehicle.

Hoping for your kind consideration of this request.

Thank you.

Very truly yours,

MIKE B. PAUSANOS
Driver

Noted:

ROBELYN T. PIAMONTE
Director, NARC

APPROVED:

EDGARDO E. TULIN
President