

# REQUISITION AND ISSUE SLIP

## VISAYAS STATE UNIVERSITY

Division Office	<b>DEPARTMENT OF AGRONOMY</b>	Agency	Responsibility Center Code: 101T-20201050-12	RIS No.	SAI No.	Date November 9, 2022
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REQUISITION				ISSUANCE		
Stock No.	Unit	Description	Quantity	Quantity	Status of	
1	Liters	Diesel	88.00 P 18,304.00	208		
2	Liters	Gasoline	87.00 P 18,270.00	210		
3	Liters	Diesel oil	300.00 P 2,400.00	8		
4	Liters	Gasoline oil	510.00 P 2,040.00	4		
<b>TOTAL P 41,014.00</b>						

Purpose: *To fuel and change oil hand tractor, pick up car and grass cutter*

Signature	Requested by:	Approved by:	Issued by:	Received by:
Name	<b>ED ALLAN L. ALCOVER</b>	<b>EDGARDO E. TULIN</b>		
Designation	Project Study Leader	President		
Date				

A. Certified: Expenses/Cash Advance necessary, lawful and incurred under my direct supervision.

**ED ALLAN L. ALCOVER**  
Project Study Leader

B. Accounting Entry:

Account Title	UACS Code	Debit	Credit

C. Certified:

- ☐ Cash available
- ☐ Subject to Authority to Debit Account (when applicable)
- ☐ Supporting documents complete and amount claimed proper

D. Approved for Payment

Signature		Signature	
Printed Name	<b>NICK FREDDY R. BELLO</b>	Printed Name	<b>EDGARDO E. TULIN</b>
Position	Head, Accounting Office	Position	President
Date		Date	

E. Receipt of Payment

Check/ADA No. :	Date :	Bank Name & Account Number:	JEV No.
Signature :	Date :	Printed Name:	Date
Official Receipt No. & Date/Other Documents			