Republic of the Philippines
VISAYAS STATE UNIVERSITY
Visca, Baybay City, Leyte

DISBURSEMENT VOUCHER

FUND CLUSTER:

DATE: 11/14/2022

DVD NO.:

MODE OF PAYMENT

☐ MDS CHECK ☐ COMMERCIAL CHECK ☐ ADA ☐ OTHERS ______

PAYEE/OFFICE	TIN/Employee No.	OS/BUS No:
JEROME O. ARRIBADO		

ADDRESS:
VSU, Visca, Baybay City, Leyte

PARTICULARS	RESPONSIBILITY CENTER	MFO/PAP	AMOUNT
REPLENISHMENT OF PETTY CASH FUND for the purchase of supplies and materials as per papers attached amounting to..	EFS.0721-0722.01		P 4,613.40
AMOUNT DUE →			P 4,613.40

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

JEROME O. ARRIBADO
Project Leader, Eco-FARMI

B ACCOUNTING ENTRY:

ACCOUNT TITLE	UACS CODE	DEBIT

C CERTIFIED:

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

SIGNATURE
PRINTED NAME: NICK FREDDY R. BELLO
POSITION: OIC HEAD, ACCOUNTING OFFICE
(Head, Accounting Unit/Authorized Representative)
DATE

D APPROVED FOR PAYMENT:

SIGNATURE
PRINTED NAME: EDGARDO E. TULIN
POSITION: President
(Agency Head/Authorized Representative)
DATE

E RECEIPT OF PAYMENT:

CHECK / ADA NO.:		DATE:	BANK NAME & ACCOUNT NUMBER:
SIGNATURE:	JEROME O. ARRIBADO	DATE:	PRINTED NAME:

OFFICIAL RECEIPT NO. & DATE/OTHER DOCUMENTS:

PURCHASE REQUEST

Visayas State University

AGENCY

		PR NO.	DATE	11/14/2022
DEPT/OFFICE		SAI NO.	DATE	
SECTION				

STOCK NO.	UNIT	ITEM DESCRIPTION	QUANTITY	UNIT COST	TOTAL COST
1	pcs	Rectangular microwavable container	2	47.75	95.50
2	kls	Grower feed	7.44	39.00	290.00
3	kls	Chick booster	4	40.00	160.00
4	sack	Rice Bran	1	750.00	750.00
5	liter	Gasoline	1.25	80.00	100.00
6	can	Vulcaseal	1	210.00	210.00
7	kls	Hog Grower Pellet (HGP)	3	41.00	123.00
8	can	Hudson Topcoat	1	435.00	435.00
9	liter	Gasoline	5.01	79.85	400.00
10	pc	2T oil	1	50.00	50.00
11	meter	Nylon	5	20.00	100.00
12	kl	Tire wire #16	1	85.00	85.00
13	pack	Macho seeds - corn	10	70.00	700.00
14	pack	Tomato seeds	1	65.00	65.00
15	pack	Bellpepper Seeds	1	165.00	165.00
16	kl	Finishing nail #1	0.5	90.00	45.00
17	pc	Stickwell 250g	1	60.00	60.00
18	liter	Gasoline	1.28	77.80	100.00
19	can	Paint, Raw Sienna	0.25	360.00	90.00
20	can	Hudson Topcoat	1	435.00	435.00
21	pc	Tile trim 6mm (skyblue)	1	60.00	60.00
22	can	Paint, burnt amber	1	94.90	94.90
		XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX			-
		Charged to: EFS.0721-0722.01			
		CERTIFIED as to the availability of P____________________ within 45 days period.			
		TOTAL			4,613.40

PURPOSE:	For Project Use.	
	REQUESTED BY	APPROVED BY
SIGNATURE		
PRINTED NAME	JEROME O. ARRIBADO	EDGARDO E. TULIN
DESIGNATION	Project Leader, Eco-FARMI	President

REPORT ON PAID PETTY CASH VOUCHERS

Period Covered: July-October 2022

Entity Name: ______________ **Report No:**_______________

Fund Cluster: ______________ **Sheet No.:**_______________

Date	Petty Cash Voucher No.	Particulars	Amount
7/11/2022	2022-051	Supply - Rectangular microwavable container	95.50
7/25/2022	2022-052	Supplies - Grower feed, Chick booster	450.00
8/5/2022	2022-053	Rice bran	750.00
8/15/2022	2022-054	Gasoline	100.00
9/9/2022	2022-055	Vulcaseal	210.00
9/12/2022	2022-056	Hog grower pellet	123.00
9/15/2022	2022-057	Hudson Topcoat	435.00
9/22/2022	2022-058	Gasoline	400.00
9/30/2022	2022-059	Supply- 2T Oil	50.00
10/2/2022	2022-060	Supply - Nylon	100.00
10/3/2022	2022-061	Tire wire #16	85.00
10/3/2022	2022-062	Supplies - Corn seed, tomato seed, bellpepper seed	930.00
10/3/2022	2022-063	Supllies - Finishing nail #1, Stikwell 250g	105.00
10/7/2022	2022-064	Gasoline	100.00
10/7/2022	2022-065	Supply - paint, raw sienna	90.00
10/7/2022	2022-066	Supplies - Hudson topcoat , tile trim 6mm	495.00
10/7/2022	2022-067	Supply - paint, burnt amber	94.90

CERTIFICATION

I hereby certify to the correctness of the above information.

JEROME O. ARRIBADO — 11/14/2022

Petty Cash Custodian — Date