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VISAYAS STATE UNIVERSITY
Visca, Baybay City, Leyte
SUMMARY OF SALES, COLLECTIONS AND REMITTANCES

PROJECT : Library Trust Fund (Fund 164)

Month: **NOVEMBER 1-30, 2021**

I. SALES DURING THE MONTH

1. Cash Sales **P 8,120.00**
2. Credit Sales
3. Total Sales

II. ACCOUNTS RECEIVABLE:

1. Balance : Beginning of month P
2. Add: Credit Sales this month P
3. Total receivable this month (1+2) P
4. Less: Collections during the month:
 a. Cash P
 b. IV's and OR's P
5. Balance, end of month (3-4).....

III. COLLECTIONS AND REMITTANCES DURING THE MONTH

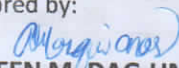
1. Cash on hand, beginning of month
2. Add: Cash Sales (1.1) **P 8,120.00**
3. Collections of account receivable (II.4)
4. Total cash during the month (1+2) **P 8,120.00**
5. Less: Remittances to the cashier :

DATES	O.R. NO.	AMOUNT
11/3/2021	LBP DEPOSIT SLIP	300.00
11/11/2021	LBP DEPOSIT SLIP	1,080.00
11/16/2021	LBP DEPOSIT SLIP	560.00
11/19/2021	LBP DEPOSIT SLIP	600.00
11/24/2021	LBP DEPOSIT SLIP	300.00
	TOTAL CASH	2,840.00
	INBANK DEPOSIT	5,280.00
	TOTAL CASH and INBANK DEPOSIT	8,120.00

IV. Cash on hand, end of month (3-4)

Prepared by:

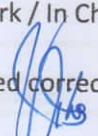
Attested by:


AIREEN M. DAG-UMAN
(Clerk / In Charge)

ARGINA M. POMIDA
Director, IGP

Certified correct:

Recommending Approval:


VICENTE A. GILOS
Project Manager

DILBERTO O. FERRAREN
VP, PRGEA

Verified Correct:

Approved:

MARIA TERESA A. CRUZ

JUNE LILIA R. KIRONG

EDGARDO E. TULIN

Head, Internal Audit Office

State Auditor

President

VISAYAS STATE UNIVERSITY			
Baybay City, Leyte			
MONTHLY REPORT OF ACCOUNTABLE PROJECT RECEIPTS			
PROJECT: Library Trust Fund (Fund 164)		Month: November 2-30, 2021	
TYPE OF INVOICE	FROM	TO	TOTAL
I. On Hand, Beginning of the			
Fines (HS)			
Fines (College)	7769988	7770000	13
Bindery	7807976	7808000	25
Common Unused OR			
	7803501	7803550	50
	7803551	7803600	50
	7803601	7803650	50
	7803651	7803700	50
TOTAL			238
II. Received During the Month			
TOTAL			0
III. Total Receipts Issued During			
Fines (High School)			
Fines (College)			
Bindery	7807958	7807975	18
Bindery			
TOTAL			
IV. Receipts Unused at End of			
Fines (High School)			
Fines (College)	7769988	7770000	13
Bindery	7807976	7808000	25
V. Common Unused OR			
Bindery	7803501	7803550	50
Bindery	7803551	7803600	50
Bindery	7803601	7803650	50
Bindery	7803651	7803700	50
On Hand, End of Month			238

Prepared by:

Aireen M. Dag-Uman
AIREEN M. DAG-UMAN
 Clerk/ In Charge

Certified Correct:

Vicente A. Gilos
VICENTE A. GILOS
 Chief Librarian

VISAYAS STATE UNIVERSITY
Visca, Baybay City, Leyte

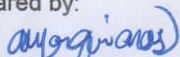
SALES OF PROJECT PRODUCTS

Project: Library Trust Fund (FUND 164)

Month: NOVEMBER 2021

DATE	INVOICE NUMBER	BUYER	QTY	ARTICLES	CASH	IN BANK
11/2/2021	7807958	LUMACAD, ANICETA	1	SOFTBOUND	150.00	
11/9/2021	7807959	OBIAS, FRANCIS LYNN	3 CPS	HARDBINDING+ EBOOK +PRINTING	830.00	
11/9/2021	7807960	SUDARIA, EUTIQUIO	1 CPY	SOFTBOUND	100.00	
11/10/2021	7807961	GALO, KIEL	3 CPS	HARDBINDING+ EBOOK +PRINTING		950.00
11/10/2021	7807962	PARAC, MYRA IVY	4 CPS	HARDBINDING+ EBOOK +PRINTING		1,346.00
11/11/2021	7807963	SUDARIA, EUTIQUIO	1 CPY	SOFTBOUND	100.00	
11/12/2021	7807964	DAGCUTAN, JAMES	3 CPS	HARDBINDING+ EBOOK +PRINTING		872.00
11/12/2021	7807965	BERNAL, KRISTINE MAE J.	3 CPS	HARDBINDING+ EBOOK +PRINTING		914.00
11/12/2021	7807966	BACUSMO, JOSE	4 CPS	SOFTBOUND	400.00	
11/15/2021	7807967	MONTEROSO, ELENA		OVERDUE FINES	60.00	
11/16/2021	7807968	VSU-DABE	2 CPS	SOFTBOUND	200.00	
11/16/2021	7807969	VSU-DCE	2 CPS	SOFTBOUND	200.00	
11/16/2021	7807970	SUDARIA, EUTIQUIO	1 CPY	SOFTBOUND	100.00	
11/18/2021	7807971	SUDARIA, EUTIQUIO	1 CPY	SOFTBOUND	100.00	
11/19/2021	7807972	SUDARIA, EUTIQUIO	1 CPY	SOFTBOUND	100.00	
11/22/2021	7807973	LUMACAD, ANICETA	1 CPY	HARDBOUND	200.00	
11/24/2021	7807974	CABURNAY, RONNEL	3 CPS	HARDBINDING+ EBOOK +PRINTING		854.00
11/24/2021	7807975	PARILLA, MARION	1 CPY	ADDITIONAL PRINTING & BINDING		344.00
				TOTAL	2,540.00	5,280.00

Prepared by:


AIREEN M. DAG-UMAN
Clerk /In Charge

Certified Correct:


VICENTE A. GILOS
Chief Librarian