



October 13, 2022

Edgardo E. Tulin
President
Visayas State University
Baybay City, Leyte

Thru: Daniel Leslie S. Tan
VP for Admin. & Finance
Visayas State University

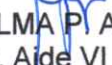
I want to request for MONETIZATION of my leave credits with your good heart for purchasing my maintenance medicines and laboratory for my high blood pressure.

My financial situation has been difficult since I am a solo parent and was diagnosed with high blood.

Attached in my Medical Certificate.

Thank you for your kind approval on this request.

Very truly yours,


THELMA P. APAS
Adm. Aide VI

Recommending Approval:

DANIEL LESLIE S. TAN
VP for Admin. & Finance

Approved:

EDGARDO E. TULIN
President