



June 27, 2022

**Dr. Edgardo E. Tulin**  
President  
Visayas State University  
Visca, Baybay, Leyte

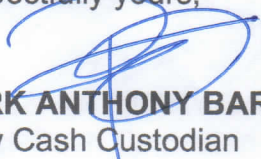
**Dear Dr. Tulin:**

I would like to request authorization to withdraw petty cash advance in the amount of FIVE THOUSAND PESOS ONLY (P 5,000.00) to defray petty cash expenses of the Project "DSS Soil Health Services Program (DSOHeSeP) with project code: EXT67.


I should liquidate said cash advance in accordance to prescribed accounting and auditing rules.

Thank you very much.

Respectfully yours,

  
**MARK ANTHONY BARBADILLO**  
Petty Cash Custodian

Recommending Approval:

  
**SUZETTE B. LINA**  
DSS Head/Project Leader

Approved:

**EDGARDO E. TULIN**  
President