



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

DISBURSEMENT VOUCHER

FUND CLUSTER:

MODE OF PAYMENT

☐ MDS CHECK

☐ COMMERCIAL CHECK

☐ ADA

☐ OTHERS _____

DATE: 12/5/2022

DVD NO. _____

PAYEE/OFFICE

JEROME O. ARRIBADO

TIN/Employee No.

OS/BUS No:

ADDRESS:

VSU, Baybay City, Leyte

	RESPONSIBILITY CENTER	MFO/PAP	AMOUNT
LIQUIDATION and REIMBURSEMENT of Petty Cash Fund as per papers attached amounting to.....	EFARMI.A.I II.		402.50

AMOUNT DUE →

P 402.50

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

DHENBER C. LUSANTA
OIC Director, Eco-FARMI

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

SIGNATURE

PRINTED NAME

NICK FREDDY R. BELLO

POSITION

OIC, HEAD of 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:

JEV NO.

SIGNATURE:

DHENBER C. LUSANTA

DATE:

PRINTED NAME:

DATE:

OFFICIAL RECEIPT NO. & DATE/OTHER DOCUMENTS:

LIQUIDATION REPORT

VISAYAS STATE UNIVERSITY

Agency

No.

Date 12/5/2022

Responsibility

Code:

EFARMIA.III.C

PARTICULARS

Amount

LIQUIDATION OF PETTY CASH FUND as per supporting documents...

less: Actual Expenses

Amount to be reimbursed

5,000.00

5,402.50

402.50

☒ SUPPLIES☐ TRAVEL

TOTAL AMOUNT SPENT

AMOUNT OF CASH ADVANCE PER DV NO. _____

Dated: _____

5,402.50

AMOUNT REFUNDABLE PER OR NO. _____

Dated: _____

5,000.00

AMOUNT TO BE REIMBURSED

402.50

A Certified: Correctness of the above data

DHENBER C. LUSANTA
Claimant

B Certified: Purpose of travel/cash advance duly accomplished

MARIA JULIET C. CENIZA
Supervisor

C Certified: Supporting documents complete and proper

NICK FREDDY R. BELLO
Head, Acctg. Div.

JEV No: _____

AGENCY

[illegible]