

ADVANCED RESEARCH AND INNOVATION CENTER

Visca, Baybay City, Leyte PHILIPPINES Phone/Telefax: 565-0600-1119 Email: aricenter@vsu.edu.ph Website: www.vsu.edu.ph

January 17, 2022

Dr. Edgardo E. TulinPresident
Visayas State University
Baybay City, Leyte

Sir:

I would like to request for Petty Cash fund in the amount of Five thousand pesos (Php. 5,000.00) for emergency purchase of office and laboratory supplies of the Advanced Research and Innovation Center.

Very respectfully yours,

CHINELO M. CARDAÑO Faculty, ARI Center

Recommending Approval:

MA. THERESA P. LORETO Director, Advanced Research and Innovation Center MARIA JULIET C. CENIZA VP for Research, Extension and Innovation

Approved:

EDGARDO E. TULIN University President



Mission: