


BUDGET UTILIZATION REQUEST AND STATUS VISAYAS STATE UNIVERSITY Entity Name					Serial No. : _____ Date : _____ Fund Cluster : STF		
Payee	ODELO B. BALDOS						
Office	Eco-FARMI						
Address	VSU, VISCA, Baybay City, Leyte						
Responsibility Center	Particulars	MFO/PAP	UACS Object Code/ Expenditures	Amount			
SeedBank-C	To Replish Cash Advance for the purchase of materials as per the papers attached, amounting to.....			4,918.00			
	Total			4,918.00			
A.	Certified: Charges to appropriation/budget necessary, lawful and under my direct supervision; and supporting documents valid, proper and legal			B.	Certified: Budget available and utilized for the purpose/adjustment necessary as indicated above		
Signature	 _____			Signature	_____		
Printed Name:	ED ALLAN L. ALCOBER			Printed Name:	ALICIA M. FLORES		
Position	Head, ECO-FARMI Head, Requesting Office/Authorized Representative			Position	Administrative Officer III Head, Budget Division/Unit/Authorized Representative		
Date	_____			Date	_____		
C.	STATUS OF UTILIZATION						
Reference			Amount				
Date	Particulars	BURS/JEV/RCI/ RADAI/RTRAI No.	Utilization	Payable	Payment	Balance	
			(a)	(b)	(c)	Not Yet Due (a-b)	Due and Demandable (b-c)