

VISA

Entity Name

Cluster :

101-GEN.

Date : SEPTEMBER 23, 2022

DV No. :

DISBURSEMENT VOUCHER

Mode of
Payment

MDS Check



Commercial Check



ADA



Others (Please specify)

Payee

Ma. Melissa F. Mendoza

TIN/Employee No.:

ORS/BURS No.:

Address

Baybay City, Leyte

Particulars	Responsibility Center	MFO/PAP	Amount
TO Replenishment of Petty Cash Advance under 101- GENERAL FUND- MOOE as per supporting papers hereto attached in the amount of			P 4,765.00
FUND : 101-GEN. MOOE			
Amount Due			P 4,765.00

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

QUEEN-EVER Y. ATUPAN

Sup. Admin. Officer

Printed Name, Designation and Signature of Supervisor

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 proper

D. Approved for Payment

Signature		Signature	
Printed Name	NICK FREDDY R. BELLO	Printed Name	EDGARDO E. TULIN
Position	Accountant II	Position	President
	OIC Head, Accounting Unit/Authorized		Agency Head/Authorized Representative
Date		Date	

E. Receipt of Payment

JEV No.

Check/ ADA No. :		Bank Name & Account Number: LBP BAYBAY	
Signature :		Printed Name:	Date
Ma. Melissa F. Mendoza			
Official Receipt No. & Date/Other Documents			