

DISBURSEMENT VOUCHER

Fund Cluster :

Date : 10/2/2023

DV No. :

Mode of Payment

☐

MDS Check

☐

Commercial Check

☐

ADA

☐

Others (Please specify)

Payee

ODELO B. BALDOS

TIN/Employee No.:

ORS/BURS No.:

Address

VSU, Visca, Baybay City, Leyte

Particulars

Responsibility
Center

MFO/PAP

Amount

Replenishment of Petty Cash fund as per papers
attached...

4,671.63

Amount Due

4,671.63

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

JEROME O. ARRIBADO

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

Head, Accounting Unit/Authorized Representative

Position

President
Agency Head/Authorized Representative

Date

Date

E. Receipt of Payment

Check/
ADA No. :

Date :

Bank Name & Account Number:

JEV No.

Signature :

Date :

Printed Name:

Date

Official Receipt No. & Date/Other Documents

PURCHASE REQUEST

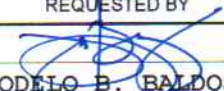
Visayas State University

AGENCY

DEPT/OFFICE ECO-FARMI			PR NO.		DATE 10/2/23
SECTION			SAI NO.		DATE

STOCK NO.	UNIT	ITEM DESCRIPTION	QUANTITY	UNIT COST	TOTAL COST
1	kgs	Rabbit Grower	4	50.00	200.00
2	kgs	Rabbit Grower	2	50.00	100.00
3	kgs	Fry Mash	3.5	56.00	196.00
4	pc	Galvanized turn buckle	1	133.38	133.38
5	kgs	Rabbit Grower	2	50.00	100.00
6	liter	Gasoline	2.63	64.65	170.00
7	pc	Tarpaulin, 2x5"	1	180.00	180.00
8	kgs	Kunemax grower	2.3	44.78	103.00
9	kgs	Rabbit Breeder	2.38	42.00	100.00
10	pc	AV Cable	1	65.00	65.00
11	kgs	Rabbit Breeder	2	42.00	84.00
12	pack	Trash bag	1	70.75	70.75
13	bottle	Freshener	1	367.50	367.50
14	kgs	Rabbit Breeder	2.38	42.00	100.00
15	kgs	Rabbit Grower	2.52	50.00	126.00
16	kgs	Kunemax grower	2	43.00	86.00
17	kgs	Kunemax grower	2.3	43.00	98.00
18	pcs	Battery, doubled	6	20.00	120.00
19	bottle	Glass cleaner, 500 ml	1	198.00	198.00
20	pack	Albatross	1	444.00	444.00
21	box	Paper clip, small	1	18.00	18.00
22	pack	Sticky notes	2	48.00	96.00
23	pcs	Manila paper	20	5.00	100.00
24	ream	Bond paper, A4	3	320.00	960.00
25	pc	Window washer	1	219.00	219.00
26	pc	Fiber duster	1	75.00	75.00
27	pcs	Car freshener, orange flavor	2	54.00	108.00
28	pc	Car freshener, green apple flavor	1	54.00	54.00
		XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX			-
					-
		Charged to: EFARMI.A.III.C			
		CERTIFIED as to the availability of P _____ within 45 days period.			
TOTAL					4,671.63

PURPOSE:	For office and farm use.
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	REQUESTED BY	APPROVED BY
SIGNATURE		
PRINTED NAME	ODEILO B. BALDOS	EDGARDO E. TULIN
DESIGNATION	AG.TECH.II, ECO-FARMI	President