



November 4, 2022

Edgardo E. Tulin
University President
Visayas State University
Visca, Baybay City, Leyte

Dear Dr. Tulin:

Greetings!

I would like to request approval from your office that I be allowed to cash advance for the petty cash fund in the amount of FIVE THOUSAND PESOS (Php 5,000.00) for the immediate purchase of supplies and materials needed in the conduct of the project. This will be charged to Component 3 of the research project "VSU Resilient Kamote: Versatile Crop for the future" entitled "Functional Property and Nutrition Facts Analyses of Selected Food Products from Rootcrops (VSU-FTP-2021-1c)".

Thank you very much and hoping for your favorable approval to this request.

Very truly yours,

IVY C. EMNACE
Component Leader

Noted:

ANABELLA B. TULIN
Project Leader

Approved:

EDGARDO E. TULIN
VSU, President