

## VISAYAS STATE UNIVERSITY

Baybay City, Leyte

## SUMMARY OF SALES, COLLECTION, AND REMITTANCES

PROJECT: VERMICULTURE

MONTH: OCTOBER 2022

I. SALES DURING THE MONTH:			
1	Cash Sales	_____	4,920.00
2	Credit Sales	_____	0.00
3	Total Sales (1 + 2)	_____	4,920.00
II. ACCOUNT RECEIVABLES:			
1	Balance, beginning of month	_____	0.00
2	Add: Credit Sales this month	_____	0.00
3	Total receivables this month (1 + 2)	_____	0.00
4	Less: Collections during the month	_____	0.00
a. Cash/O.R.'s #			
	<u>Date</u>	<u>O.R. No.</u>	<u>Amount</u>
Total: 0.00			
b. JV's and O.R.'s #			
5	Balance, end of month (3 - 4)	_____	0.00
III. COLLECTIONS AND REMITTANCES DURING THE MONTH:			
1	Cash on hand, beginning of month	_____	0.00
2	Add: Cash sales (I.1)	_____	4,920.00
	Collection of accounts receivable (II.4)	_____	0.00
3	Total cash during the month (1 + 2)	_____	4,920.00
4	Less: Remittances to the cashier	_____	4,920.00
	<u>Date</u>	<u>O.R. No.</u>	<u>Amount</u>
	28-Oct	# 0629682	4,920.00
Total: 4,920.00			
5	Cash on hand, end of month (3 - 4)	_____	0.00

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