Revised January 1992



Republic of the Philippines VISAYAS STATE UNIVERSITY

Visca, Baybay City, Leyte

IRP No.: _____

INVOICE RECEIPT FOR PROPERTY

| Item No. | Qty. | Unit | Name and Description | Date of Purchase | Property Number | Unit Value | Total Value | Remarks |
|---|------|------|---|---------------------|--|---------------|-------------|------------|
| 1 | 1 | рс | Calculator, desktop type, 12 digitd, 2 - way power, CASIO | 12/14/21 | 5 02 03 010-GF-22-192-246 | | 310.00 | 22-02-0154 |
| 2 | 3 | pcs | Dust Bin/Trash Bin, durable palstic, with swing-type cover, 25L capacity | 12/14/21 | 5 02 03 010-GF-22-192-247-249 | 175.00 | 525.00 | 22-02-0154 |
| 3 | 1 | рс | Numbering Machine, 12 digits w/letter, JOY/DELI | 12/14/21 | 5 02 03 010-GF-22-192-250 | | 1,000.00 | 22-02-0154 |
| 4 | 1 | рс | Puncher, 2-holes, TM | 12/14/21 | 5 02 03 010-GF-22-192-251 | | 195.00 | 22-02-0154 |
| 5 | 2 | pcs | Stapler, HD No.35 | 12/14/21 | 5 02 03 010-GF-22-192-252-253 | 195.00 | 390.00 | 22-02-0154 |
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| | | | Note: Transferred from DOREEN | B. ALBA | to the undersigned. | | | |
| | | | | | RECEIPT I CERTIFY that I have received from | | | |
| Head Property Office, I have transferred to | | | | | DOREEN B. ALBA | | | |

| INVOICE | RECEIPT | | |
|--|--|--|--|
| I CERTIFY that upon authority of ALICIA M. FLORES, | I CERTIFY that I have received from | | |
| Head Property Office, I have transferred to | DOREEN B. ALBA | | |
| CHINELO M. CARDAÑO | (Name of Invoicing Officer) | | |
| (Name of Receiving Officer) | the above listed articles/property for | | |
| the above listed articles/property of | VSU, Visca, Baybay City, Leyte | | |
| VSU, Visca, Baybay City, Leyte | (Name of Agency) | | |
| (Name of Agency) | 1 Chian | | |
| | CHINELO M. CARDAÑO | | |
| DOREEN B. ALBA | (Signature Over Printed Name of | | |
| (Signature Over Printed Name of | Receiving Accountable Officer) | | |
| Invoicing Accountable Officer) | Chara at 2202 | | |
| Date: | Date: JUN 21, 2122 | | |

NOTE: ALL ORIGINAL SIGNATURES WITH DATE