



CASH ADVANCE CLEAR FORM

Date : 8.7.24

BU/BR/Division : ISBU

Department : S & M

Advance Issue : 200,000 Kyats/.....USD

No	Issue Time	Date	Payment Voucher No	Amount		Descriptions
				USD	Kyats	
1	1 st Time Advance	13.6.24	UBG-15.2024		200,000	Clear for Car Fuel
2	2 nd Time Advance		OG-00021			charges 5B/7543
3	3 rd Time Advance					(for June '24)
Total Advance					200,000	
Total Actual					-	
Balance Refund/Additional					200,000	

Request By

Requester

Checked By

Mgr/DH

Checked By

Finance & Account

Approved By

GM/AGM/COO

Approved By

CMC

04-CFD-CAS-FRM-002-03

Nwe Ma Zin.

Tha Hein Aung zu ko Hlu

* Remark * 5B/7543 car no. June လာတဲ့ car မရဘဲ ချထားတာကြောင့်
5B/6688 car no. လာတဲ့: ၅ တာ. ၁၅.၁၁.၂၄.

CASH ADVANCE REQUEST FORM

Date : 7.06.2024
BU/BR/Division : IS BU
Department : Sales & Marketing
Advance Issue : 200,000 Kyats/ USD

Budget include (or) Not :

Yes [checked] Budgeted Title and Amount :
No [] Reasons for :

Required For:
Cash Advance Request for car fuel charges
5B/1543. (For June '24)

မှတ်ချက်:
(၁) ကြိုတင်ငွေများကို သာမန်အားဖြင့် ထုတ်ယူသည့်နေ့မှ (၁၀) ရက်အတွင်း ပြန်လည် တရားရှင်းရမည်။
(Advances must be cleared within 10 days from issue date)
(၂) အဆင့်ဆင့်သက်ဆိုင်ရာတာဝန်ရှိလူကြီးမင်းများအားလုံး သေချာစွာစစ်ဆေးတွက်ချက်ပြီးထားသော ငွေပမာဏဖြစ်ရမည်။
(The amount requested must be properly calculated, checked and verified by respective authorized person)
(၃) ထုတ်ယူငွေနှင့် ပတ်သက်၍ အမှားအယွင်း၊ လိမ်လည်မှု နှင့် အလွဲသုံးစားမှု တစ်စုံတစ်ရာ ရှိခဲ့ပါက သက်ဆိုင်ရာ တာဝန်ရှိစစ်ဆေးအတည်ပြုသူက အပြည့် အဝ ပြန်လည်ရရှိအောင် တာဝန်ယူ ဆောင်ရွက်ပေးရမည်။
(If there is errors, frauds or misappropriation, the authorized person must take full responsibility to recover the loss)

Request By: Nwe Thazin
Checked By: Thiha Thein Aung
Checked By: Zin Wo Htuz
Approved By: chit sanko
Approved By:
Requester: Nwe Thazin
Mgr/DH: Thiha Thein Aung
Finance & Account: Zin Wo Htuz
GM/AGM/COO: chit sanko
CMC/CEO/Chairwoman:
04-CFD-CAS-FRM-001-03

Handwritten signature and date: 7/6/24

Print Date : 05-Jun-2024

Petrol Requisition By Month Report

No.	Vehicle No	Issued Date	Referenced For Month Code	Contract Name	Charges/gallon	Advance			Actual			Input User Name	Remark		
						Req: gl	Amount	Status	Voucher No.	Issued gallon	Extra Allow gallon			Amount	Status
1	5B/7543 Pick Up(4*4)Double Cab	05-Jun-2024	MCS/F/38 244	Jun-2024	Zeyar Lin	0	0	200,000	✓		0	0	0	THAE NU WAI	Cash Advance Request For Car Fuel Charges 5B/7543 (For June'24)
Total Charges :								200,000					0		

Prepared By
Sale Admin.
Nwe Tha Zin.



PIC
DH
Thiha Thein Aung



check By
HR
Thae Nu Wai



Approved By
AGM
Chit San Ko

