





CASH ADVANCE REQUEST FORM

Date : 6.8.2024

BU/BR/Division : MAC

Supplier Budget

Department : Trade Marketing

Advance Issue : 200,000/- Kyats/ USD

Budget include (or) Not :

Yes  Budgeted Title and Amount :

No  Reasons for :

Required For:

Valvoline Branch Request Vingi

မှတ်ချက်:

(၁) ဤတင်ငွေများကို သာမန်အားဖြင့် ထပ်ယူသည့်နေ့မှ (၁၀) ရက်အတွင်း ပြန်လည် စာရင်းရှင်းရမည်။

(Advance must be cleared within 10 days from Issue date)

(၂) အဆင့်ဆင့်သက်ဆိုင်ရာတာဝန်ရှိလူကြီးမင်းများအားလုံး သေချာစွာစုံစမ်းစစ်ဆေးတွက်ချက်ပြီးထားသော ငွေပမာဏဖြစ်ရပါမည်။

(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

*li*

Requester

in Maon Htein Linn

Checked By

*Pyae Sone Hein*

Mgr/DH

Pyae Sone Hein

Checked By

*Phyo Lin*

Finance & Account

Phyo Lin

Approved By

*Seint Seint Thu*

GM/AGM/COO

Seint Seint Thu

Approved By

CMC/CEO/Chairwoman

04-CFD-CAS-FRM-001-03

*Handwritten signature and date 6/8/24*

and Consumable Business Unit

Expenses Budget - ( Aug'24 )

Name: Trade Marketing

No	Descriptions ( Aug' 24 )	Week				Total	Detail Information
		1st	2nd	3rd	4th		
1	Printer Repair	20,000				20,000	
<i>Valvoline Budget</i>							
2	Valvoline Contract Customer present ( lift ) (Royal Auto )	15,000,000				15,000,000	
3	Valvoline branch request vinyl	200,000	✓			200,000	
4	Valvoline billboard for Yangon Waterboom ( size - 15' x 8' )	400,000				400,000	
5	Birthday Cake Activity for MDY BTC, YGN BTB, YGN BTC	90,000				90,000	
6	Valvoline Customer Bonus Award for Aung Aung Shop ( MLM )	3,500,000				3,500,000	
7	Valvoline Thropy for Aung Aung Shop	50,000				50,000	
8	Valvoline Signboard ( MDY BTC ) Star Light	1,000,000				1,000,000	
9	Valvoline Event ( NPT )	400,000				400,000	
10	Valvoline signboard in need of repair for 2years ( Valvoline Project )	2,000,000				2,000,000	
11	Customer voucher book with Valvoline Logo	2,000,000				2,000,000	
12	Valvolne Tittok Campain	200,000				200,000	
13	Valvoline Contract Customer present	2,000,000				2,000,000	
<i>Matador Budget</i>							
14	Matador branch request vinyl	200,000				200,000	
15	Matador billboard for Yangon Waterboom ( size - 15' x 8' )	400,000				400,000	
16	Matador Event ( NPT )	400,000				400,000	
17	Matador signboard ( 4' x 2.5' ) Shwe Nyi Ko ( NGU BR )	300,000				300,000	
<b>Total Expenses (Aug'24)</b>						<b>28,160,000</b>	

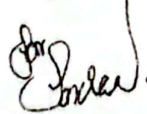
Valvoline Budget	26,210,000
Matador Budget	1,300,000
Other Charges	20,000

Requested By:



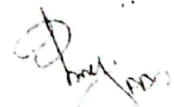
(Department PIC)  
Zin Marn Htein Linn

Checked By:



(ADH)  
Pyae Sone Hein

Acknowledged By:



F&A  
Pyae Phyto Zin

Approved By:



(AGM)  
Saint Saint Thu

2024/08/29  
2024