



No. 1947/B , Bo Gyoke Street, Yangon - Patheingyi Highway Road, Hlaing Thar Yar Township, Yangon. Yangon

Tel :

Fax:

## ADVANCE PAYMENT

Voucher No. : MAC-ADV2024040028

To : Zin Marn Htein Lin

Voucher Date : 2024-04-10

Due Date : 2024-04-20

Currency : MMK Rate : 0.00025773

Related To :

Payment Method	Prepared By	Approved By	Status
Cash On Hand - MMK-MAC	Zin Marn Htein Lin	Seint Seint Thu	confirmed

No.	Description	Amount
1	ADV PAY SUPPLIER BUDGET FOR APRIL'24, FOR VALVOLINE ADVERTISING IN DIGITAL PLATFORM(CAMPAIGN & BOASTING), TOTAL CHGS MMK-500,000/-, MAC-ADV2024040028, BY MKT DEPT.	500000.00
<b>Total :</b>		500000.00
<b>Amount Remain :</b>		500000.00

**Note :** ADV PAY SUPPLIER BUDGET FOR APRIL'24, FOR VALVOLINE ADVERTISING IN DIGITAL PLATFORM(CAMPAIGN & BOASTING), TOTAL CHGS MMK-500,000/-, MAC-ADV2024040028, BY MKT DEPT.

Date : 10.4.24

Name/NRC No : Zin Marn Htein Lin

Signature : *Li*

Cashier : Thi Thi O

Signature : *Thub*



### CASH ADVANCE REQUEST FORM

Date : 5.4.2024

Supplier Budget

BU/BR/Division : MAC

Department : Trade Marketing

Advance Issue : 500,000 Kyats/ USD

Budget include (or) Not :

- Yes  Budgeted Title and Amount :
- No  Reasons for :

**Required For:**

Advertising in digital platform (Campaign & Boosting)

**မှတ်ချက်။**

- (၁) ကြိုတင်ငွေများကို သာမန်အားဖြင့် ထုပ်ယူသည်နေ့မှ (၁၀) ရက်အတွင်း ပြန်လည် စာရင်းရှင်းရမည်။  
(Advance must be cleared within 10 days from issue date)
- (၂) အဆင့်ဆင့်သက်ဆိုင်ရာတာဝန်ရှိလူကြီးမင်းများအားလုံး သေချာစွာစုံစမ်း၊စစ်ဆေး၊တွက်ချက်ပြီးထားသော 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)


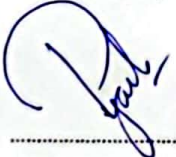


Request By

Checked By

Checked By

Approved By

Approved By

Requester

Mgr/DH

Finance & Account

GM/AGM/COO

CMC/CEO/Chairwoman

Zin Marn Htein Linn Pyae Sone Htein Su Su Thiri Seint Seint Tpa


04-CFD-CAS-FRM-001-03


Handwritten signature and date: 5/4/24, Z.M.N.

Valvoline Business Unit		Week				Total	Detail Information
Budget - April 24 (28.3.2024)		1st	2nd	3rd	4th		
Overline Charges For Odoo		20,000				20,000	
1	Valvoline Billboard Municipal Tax Chgs	10,000,000				10,000,000	
2	Valvoline Road Show/ Free Clinic (Event)	500,000				500,000	
4	Valcoline OutDoor PP-Board Stand		500,000			500,000	
7	Valvoline customer request vinyl production charges	100,000				100,000	
8	Advertising in Digital Platform(Campaign & boosting)	500,000				500,000	
9	Valvoline Contract Customer Bonus-Maung Pain (MLM Customer)	4,090,300				4,090,300	
10	Valvoline HDDEO pamphlet production charges ( A4 size ) 500pcs	300,000				300,000	
11	Valvoline Sport Shirt	5,000,000				5,000,000	
12	Birthday Cake Activity	200,000				200,000	
Matador Budget							
13	Matador OutDoor PP-Board Stand	700,000				700,000	
14	Matador customer request vinyl production charges	100,000				100,000	
15	Matador Event		200,000			200,000	
	Matador Online Cam	200,000				200,000	
16	Matador Sport Shirt	3,000,000				3,000,000	
Total Expenses (April 24)						25,410,300	

Valvoline Budget 21,190,300  
 Matador Budget 4,200,000  
 Overline Charges 20,000

Requested By:  
  
 (Department PIC)  
 Zin Marn Hein Linn

Checked By:  
  
 (Section Head)  
 Pyae Sone Hein

Acknowledged By:  
  
 (FNA Head)

Approved By:  
  
 (GM)  
 Saint Saint Thu

Sport Shirt. နာမည်နှင့် design and budget.

ဘဏ်: (၅၄) ခန့် Approved ယူပါရန်။

၂၀၂၄ ခုနှစ်: ၁/၂၄  
 ၂.၄.၂၄  
 ၃.၄.၂၄

COM HNT  
 3/4