



CASH CLAIM FORM

Date : 10.10.2024  
 BU/BR/Division : TCL BR  
 Department : Administration  
 Issue Amount : 60000/- Kyats/.....USD

Budget include (or) Not :

Yes  Budgeted Title and Amount :  
 No  Reasons for :

**Required For:**  
 Payment for Adaptor rope repairs chgs - 60000/Ks.  
 (Lenovo)  
 မှတ်ချက်။  
 (၁) အဆင့်ဆင့်သက်ဆိုင်ရာတာဝန်ရှိသူကြီးမင်းများအားလုံး သေချာစွာစုံစမ်းစစ်ဆေးတွက်ချက်ပြီးထားသော  
 ငွေပမာဏဖြစ်ရပါမည်။  
 (The amount requested must be properly calculated, checked and verified by respective authorized person)  
 (၂) 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

*Theint*                      *Theint*                      *May Thee*                      *Hk*                      \_\_\_\_\_

Requester                      Mgr/DH                      Finance & Account                      GM/AGM/COO                      CMC/CEO/Chairwoman

Theint Loon<sup>2</sup> Htun      Theint Loon      May Thee      Nay Win      Paing Sae  
 Loon Htun      Khant      Aung      Lynn.



# NEW COMPUTER & EQUIPMENT REQUEST FORM

Date : 9.10.2024

Desktop

Laptop

General Equipment

Equipment Name

: LENOVO

Qty

: 1

Unit Price

: 60000/- mmk.

Department

: Administration

DIV/BU/BR

: TEL BR.

Remark

: (Adaptor (အိတ်))

Request By

*Shweint*

Request Person

*Shweint Sein & Htoo*

Approved

*[Signature]*

Department Head

*May Win Aung*

Approved

IT Authorise Person

AGM/GM/COO/CEO/MD

*Paing Soe Lynn*

02-BTF-ITI-FRM-002-01



Payment Successful

-60,000.00 (Ks)

Transaction Time	01/10/2024 13:33:35
Transaction No.	01003561041573460064
Transaction Type	Transfer
Transfer To	Mg Aung Myat Thu (*****0993)
Amount	-60,000.00 Ks
Notes	for buy Adptor