



TRAVEL ADVANCE CLEAR FORM

Cash Advance 800,000/-				
Employee Name	Wai Lin Aung		Estimated Date of Travel	
Position Rank			Total Day	
BU/BR/DIV./Dept	MAC-BU.		Destination	
Purpose	MAC Sales Supporting.			
Travelling Permit				
Arrival Place	TGO. offic.			
Actual Date & Time of Travel	24.6.25. (9:00 Am).			
Total Day				
HR Name				
HR Sign	for			
BOH Authorized Person Name	Soe Min Htwe			
BOH Authorized Person				
Advance Clear				
Actual Date & Time of Travel	24.6.25. (9:00 Am).		Total Day	(8-days).
Departure Date & Time	1.7.25. (5:15. Pm).		Arrival Date & Time	
Date	Description	Total Amount		
		Kyats	USD	
	Express. Chg. TGO to MM.	25000/-		
	TA. Chg. (8 days). (8 x 15000).	120000/-		
Total Expense (Kyats/USD)		145000/-		
Cash Advance (Kyats/USD)		200000/-		
Balance Refund/Additional (Kyats/USD)		55000/-		
Job Report Status				
Authorization	Name	Position	Date	Sign
Prepared By	Wai Lin Aung	ASM.	1.7.25.	
Approved By Dept Head	Ko Wai Phyo Han	OM	15.7.25	
Approved By GM/AGM/COO	Ma Seint Thu	AGM		
Acknowledged by related Superior for Job Report	Sayax U Aye Min Htoon	VCM		
HR Check & Approved	Ma Htet Zaw	ADH		
Cash Received				
Remark				

TRAVELLING REPORT

Date :

Report To	AGM	
Employee Name	Wai Lin Aung	
Position	MAC National Sales	
Department	MAC	
Business		
Departure & Arrival	Departure Date And Time	Arrival Date And Time
	24.6.25 (9.00 Am)	1.7.25 (5:15 Pm)
Total Days		
Trip Information	1. From To	
	2. From To	
	3. From To	
Purpose For Travelling		
Travel Date	Activities	Remark
24.6.25.	Bago to TGO	
25.6.25.	6. visit - A lin young shop - U Kan Chun (Ric Mill) - CPCMO-ws). KNU U Win Naing shop.	Aung Kabar shop - Golden Star shop - Two Star
26.6.25.	7. visit - Galone Min workshop - King CPCMO-ws). Lion CPCMO-ws). Sun Ligh CPCMO-ws).	Shan Lay workshop - Aung Lin Oo shop - New Life CPCMO-ws)
27.6.25.	5. visit - King CPCMO-ws). Ko Ngua Lay CPCMO-ws).	Aung Lin Oo shop - Lin CPCMO-ws)
28.6.25.	7. visit - A lin young shop - workshop. U lu lar workshop. U Win Naing Oo CPCMO-ws).	Shan Lay shop - King CPCMO-ws). Mgo Gyi workshop. Hlaing Zin Min workshp.
30.6.25.	5. visit - U Than Thant shop. Hlaing Zin Min workshop.	Ka lar Lay workshop. U San Ni shop.
1.7.25.	TGO to MLM.	Net Shan Naung shop.
	Total visit area - TGO, Okbin, Myo Thid, Swea,	
	Total order - 22 cases 16 b	

Reported by

Checked by

Approved by

Sign :



Name : Wai Lin Aung

Position : ASM.

Sign :



Name : Kowai Phyo Han

Position : OM

Sign :

Name : Sayar U Aye Min Htoon

Position : VCM

(DH/AGM/GM)

(COO)

No.	BU	Product Description	Brand	Item Code	Item Description	Part Number	Closing Balance
4	CAM	Lubricant	VALVOLINE	CAM03000003		692334	4
40	CAM	Lubricant	VALVOLINE	CAM03000056	Syn Power 4T 10W30 (10 x 0.9L)	793317	3
41	CAM	Lubricant	VALVOLINE	CAM03000059	Valvoline 4T Premium 20W40, SL, JASO MA (24 x 1L)	692247	69
46	CAM	Lubricant	VALVOLINE	CAM03000071	Valvoline Engine Oil, All Fleet Premium 15W40, CI-4/SL (24 x 1L)	691970	72
69	CAM	Lubricant	VALVOLINE	CAM03001062	Champ 4T Scooter 10W30, SL/JASO MB 0.8L	844573	124
83	CAM	Lubricant	Valvoline	CAM03001194	Maxlife 10W40, 12/1L	885120	12
97	CAM	Lubricant	VALVOLINE		Premium Protection 10W-30 SN Plus 4/4L	887517	4
102	CAM	Lubricant	MATADOR		Matador 4T20W50 SG(Competitive Grade)24*1L	adv 1001	84
103	CAM	Lubricant	MATADOR		Matador Premium 10W40 SEMI Mas Additive 4*4L	adv 1002	59
130	CAM	Lubricant	VALVOLINE		Valvoline Long Life Coolant RTU Sing (4*4L)	888811	20
134	CAM	Lubricant	MATADOR		Premium 10W30 Semi MAS (4*4L)	adv 1190	4
140	CAM	Lubricant	MATADOR		20W50 SG/CD (4*4L)	adv 1195	20
142	CAM	Lubricant	MATADOR		SAE 10W30 CI4 (4*6L)	adv 1198	40
143	CAM	Lubricant	MATADOR		SAE 10W30 CI4 (24*1L)	adv 1199	240
162	CAM	Lubricant	VALVOLINE		Valvoline Engine Oil, Durablend 10W40, API SN Plus (6x1L)	887716	5
163	CAM	Lubricant	VALVOLINE		VALVOLINEDURABLEND 10W40 APISP 4/4L	894333	32
170	CAM	Lubricant	VALVOLINE		Valvoline Premium Protection 10W30 SP (4*4L)	897409	40
171	CAM	Lubricant	VALVOLINE		Valvoline 4Tech Ultimate 10W40 API SN (4*1L)	883081	40
172	CAM	Lubricant	MATADOR		Matador Scooter Gear Oil GL5 80W90 (48*120ML)	adv 1217	95

Nwe
S'part Admin
Hla Myo Nwe

fx
F & Account
Harry Oo

ABOH
Soe Min Htwe

MAC ASM
Wai Lin Aung

24.6.2025

No.	BU	Product Descript	Brand	Item Code	Item Description	Part Number	Closing Balance
4	CAM	Lubricant	VALVOLINE	CAM03000003		692334	4 ✓
40	CAM	Lubricant	VALVOLINE	CAM03000056	Syn Power 4T 10W30 (10 x 0.9L)	793317	3 ✓
41	CAM	Lubricant	VALVOLINE	CAM03000059	Valvoline 4T Premium 20W40, SL, JASO MA (24 x 1L)	692247	69 ✓
43	CAM	Lubricant	VALVOLINE	CAM03000061	Valvoline Champ 4T 20W50, SG/CD (24 x 1L)	692249	48 ✓
46	CAM	Lubricant	VALVOLINE	CAM03000071	Valvoline Engine Oil, All Fleet Premium 15W40, CI-4/SL (24 x 1L)	691970	72 ✓
69	CAM	Lubricant	VALVOLINE	CAM03001062	Champ 4T Scooter 10W30, SL/JASO MB 0.8L	844573	164 ✓
83	CAM	Lubricant	Valvoline	CAM03001194	Maxlife 10W40, 12/1L	885120	12 ✓
97	CAM	Lubricant	VALVOLINE		Premium Protection 10W-30 SN Plus 4/4L	887517	4 ✓
102	CAM	Lubricant	MATADOR		Matador 4T20W50 SG(Competitive Grade)24*1L	adv 1001	120 ✓
103	CAM	Lubricant	MATADOR		Matador Premium 10W40 SEMI Mas Additive 4*4L	adv 1002	67 ✓
130	CAM	Lubricant	VALVOLINE		Valvoline Long Life Coolant RTU Sing (4*4L)	888811	20 ✓
133	CAM	Lubricant	MATADOR		4T Scooter Gear Oil 10W30 Semi SL JASO MB(12*0.8L)	adv 1216	12 ✓
134	CAM	Lubricant	MATADOR		Premium 10W30 Semi MAS (4*4L)	adv 1190	4 ✓
140	CAM	Lubricant	MATADOR		20W50 SG/CD (4*4L)	adv 1195	20 ✓
142	CAM	Lubricant	MATADOR		SAE 10W30 CI4 (4*6L)	adv 1198	40 ✓
143	CAM	Lubricant	MATADOR		SAE 10W30 CI4 (24*1L)	adv 1199	240 ✓
162	CAM	Lubricant	VALVOLINE		Valvoline Engine Oil, Durablend 10W40, API SN Plus (6x1L)	887716	5 ✓
163	CAM	Lubricant	VALVOLINE		VALVOLINEDURABLEND 10W40 APISP 4/4L	894333	32 ✓
170	CAM	Lubricant	VALVOLINE		Valvoline Premium Protection 10W30 SP (4*4L)	897409	40 ✓
171	CAM	Lubricant	VALVOLINE		Valvoline 4Tech Ultimate 10W40 API SN (4*1L)	883081	40 ✓
172	CAM	Lubricant	MATADOR		Matador Scooter Gear Oil GL5 80W90 (48*120ML)	adv 1217	95 ✓

Nue
3rd part Admin
Hla Myo Nue

For

f & Account
Harry Oo

ABOH
Soe Min Hwe

MAC ASM
Wai Lin Aung
Lin

တော်ဝင် အဆင့်မြင့်ခရီးသည်ပို့ဆောင်ရေး

တောင်ငူ ⇄ ဘားအံ ⇄ မြဝတီ ⇄ မော်လမြိုင် ⇄ မုဒုံ ⇄ သံဖြူဇရပ် ⇄ ဇရဲ
 ရန်ကုန် ⇄ နေပြည်တော်
 တောင်ငူ ⇄ နေပြည်တော် ⇄ ပျော်ဘွယ် ⇄ ပိတ္တိလာ

အမည်	-- ၆၀၂၀၆ - ၆ - ၁၀၆ -	ရက်စွဲ	-- 1.7.25 --
နံပါတ်	-- ၇ -	ယာဉ်ထွက်ချိန်	-- ၇:၀၅ -
သင့်ငွေ	-- ၇၅၀၀၀ -	ကားနံပါတ်	-- ၆၂၀၆ -

တောင်ငူဂိတ် - KBZ ဘဏ်ခွဲ(၁)ဦး (ရန်ကုန်-မန္တလေးလမ်းဖျောင်း)၊ တောင်ငူမြို့၊ ဖုန်း - ၀၉-၇၇၄၉၉၈၃၅၅၊ ၀၉၇၉၄၄၀၀၉၈၄

မှူးစာကိမ်းစော့ဖွဲ့ confirm ဝူထားပါသည်။

- မှတ်ချက်
- * ယာဉ်ထွက်မှီ မိနစ်(၃၀)ကြိုတင် အရောက်လာရမည်။
 - * ဝယ်ပြီးလက်မှတ် ထွက်ပြန်ပအမ်းပါ။
 - * ယာဉ်ပေါ်တွင် မူးယစ်သောက်စားခြင်း ဆူညံခြင်းမပြုရပါ။
- ၆၀၂၀၆