



Acknowledgement Receipt for Release of Last Receivables and COE

I have read and been informed about the content, requirements, and lead time of the Clearance Process of Qualfon Philippines, Inc.

Moreover, I understand that on the 3rd month after the date of my exit interview and after I have cleared my self from all accountabilities, my last pay, 2316 BIR form/JTR and certificate of employment and clearance shall be released.

Lastly, I understand that if I have questions, at any time within the lead time, regarding my last pay and or certificate of employment, I can make follow ups and call on the Human Resource Department for my concerns.

Employee's Signature: _____

Employee's Printed Name: _____

Glenjun Nino G. Bongo

Date today (Local): _____

11/22/15

QUALFON PHILIPPINES, INCORPORATED

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CONFORME 57	Present Employer/Authorized Agent Signature Over Printed name GLENJUN NINO G. BONGO	Date Signed	Amount Paid
CTC No of Employee	Employee Signature Over Printed name	Date of Issue	
	Place of Issue		