



## 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 3<sup>rd</sup> month after the date of my exit interview and after I have cleared my self from all accountabilities, my last pay 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 Signature:

*Manal Niño Angelo*

Employee Printed Name:

MANAL, NIÑO ANGELO B.

Date:

May 31, 2013

*J. 5/31/13*

**MARY GRADE B. BESABELLA**  
**QUALFON PHILIPPINES, INCORPORATED**

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