



Form SP010 v.01

## Checklist of Requirements for **SK ANNUAL BUDGET**

(to be accomplished in 2 sets )

Barangay: \_\_\_\_\_

Resolution No: \_\_\_\_\_ Ord. No. \_\_\_\_\_, series of \_\_\_\_\_

Calendar Year: \_\_\_\_\_

### Original Copies of the Following:

- Transmittal Letter
- SK Resolution approving SK Annual Budget thru appropriation ordinance
- Annual Budget Form – reviewed by the LYDO
- Certificate of Funding Source issued by the Barangay Treasurer
- SK Council Internal Rules on the Grant of SK Honorarium)

Submitted by: \_\_\_\_\_  
*(Signature over Printed Name)*

Designation: \_\_\_\_\_ Date: \_\_\_\_\_

Reviewed by: \_\_\_\_\_ Date: \_\_\_\_\_

Received by: \_\_\_\_\_ Date: \_\_\_\_\_

Remarks:

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