

November 29, 2024

NOTICE OF FORFEITURE

TO OUR VALUED CUSTOMERS:

In our efforts to cleanse our books of accounts of unserved/unclaimed advances/deposits for future jobs, please be advised that you are given 30 days to claim or apply the balance of your deposits/advance payments for future jobs as of December 31, 2014, otherwise, we would assume that you are no longer interested to claim or apply such balance, thereby, allow our agency to treat as such as for forfeiture in favor of the government.

Should you desire to avail of our technical services and apply your advances/deposits, please coordinate with our technical personnel in our Analysis and Testing Division (ATD)-laboratory or Technical Solution Services Section (TSSS) for proper assistance. However, should you desire for a cash refund for unapplied/not availed services, please submit to us a letter request with the original copy of Official Receipt (OR) to facilitate our request with the Department of Budget and Management (DBM) for the corresponding amount to be refunded to you.

Please note that our Agency shall entertain your request **until December 15, 2024** only.

Thank you.

Very Truly yours,


ROBERT O. DIZON
Executive Director