Payment Application/Request Form

☐ Petty Cash * ☐ Cash in Bank *

To Financial Dept

Herewith I *,

Name : Hendi

Department : A&G (IT)

Position : IT Supervisor

Project :

Please make payment:

■ Cash * : Rp. 124.360

☐ Bank Transfer * :

To :

Account No. :

Bank :

Amount : Rp124.360

In words * : One Hundred twenty four thousand three hundred and sixty Rupiah

☐ Reimbursement PC ☐ Entertain ☐ ATK ☐ Tickets

☐ Utilities, Internet, Phone. ☐ Sales & Marketing ☐ SPPD ☐ Etc * :

Information * : Request for Payment -Cabel Type-C For Nettify

For your attention and cooperation, I thank you.

Badung, 2/April/2026

Prepared,	Checked by, **	Approved by, **		Payment Release, **
Hendi	Ananta Wijana	Kenley Santoso	James Costa	
User	FC	Plt. General Manager	GM	GM / Dir. Ops / DIRECTOR

Notes for Finance Department

Cash/Bank payment has been made:

Date : .... /......../........

Amount : Rp.

Via : ☐ Cash ☐ Bank Transfer

In words * :

Submitted by, Recipient,

Cashier

Rev 5 ; FORM/BUC/FAT/20101001 ** Required field* *** Cross the unnecessary ones*

Jalan Pantai Berawa No. 100XX, Canggu, Kuta, Badung

PURCHASE ORDER

To	:	SHOPEE
Address	:	
CP	:	,
Telp	:	
Fax	:	

PO No.	:	P260401001
Date of Order	:	01/04/26
PR No.	:	R260330002
Department	:	ADMIN & GENERAL
Term of Payment	:	30
Order Instruction	:	Kabel Type C untuk Nettify

QTY	UNIT	DESCRIPTION	PRICE UNIT	AMOUNT
11.00	pcs	Kabel Type-C to USB	11,305	124,360

This order is given upon express condition that Lv8 Resort Hotel shall not be obligated to make payment unless :

1. Invoice must accompany delivery or be mailed at the time shipment.
2. Make all deliveried to Receiving of Lv8 Resort Hotel
3. Deliveries are accepted subject to account weight and approval whitin the time specified in the Purchase Order
4. Acceptance of this PO is subject to payment 30 days after delivery unless otherwise specilified in the Purchase Order
5. Lv8 Resort Hotel shall have no liability to pay seller any amount in excess of the Purchase Order specified herein.

________________ ________________ ________________

Nota Pesanan

Nama Pembeli: Hendi

Nama Penjual: BALI STORE HP

Alamat Pembeli:
Lv 8 Hotel Canggu, Jalan Pantai Berawa No. 100, Canggu, KAB. BADUNG, KUTA UTARA, BALI, ID, 80365

No. Handphone Pembeli: 6285739023499

No. Pesanan	**Tanggal Transaksi**	**Metode Pembayaran**	**Jasa Kirim**
2603253A4WWQ54	25/03/26	Bank BCA	Instant

Rincian Pesanan

No.	Produk	Variasi	Harga Produk	Kuantitas	Subtotal
1	KABEL OPPO RENO 8 SUPER VOOC 99% MICRO & TYPE C	TYPE C	Rp12.000	11	Rp132.000

Subtotal **Rp132.000**
Total Kuantitas (Aktif) 11 produk

Subtotal Pesanan	Rp132.000
Subtotal Pengiriman	Rp26.000
Biaya Layanan	Rp2.200
Total Diskon Pengiriman	-Rp20.000
Diskon Voucher Shopee	-Rp15.840
Total Pembayaran	**Rp124.360**

Biaya-biaya yang ditagihkan oleh Shopee (jika ada) sudah termasuk PPN

PT Shopee International Indonesia
Trinity Tower 21st Floor
Jalan H.R. Rasuna Said Kaveling C22,
Blok IIB RT.000 RW.000, Karet Kuningan,
Setiabudi, Kota Adm. Jakarta Selatan,
DKI Jakarta.
NPWP: 0736666900031000

PURCHASE REQUISITION
Lv8 Resort Hotel
Jln. Pantai Berawa No. 100xx, Tibubeneng, North Kuta – Badung

GM Initial Approval

Departement : ADMIN & GENERAL	Requested by :	( ) Urgent ( ) Date Needed ( ) Order Completed	For Purchasing P.O. No : R260330002 Use Only ----------->
Charge To :	Date : 30/03/26		

TO BE COMPLETED BY REQUESTING DEPARTEMENT	TO BE COMPLETED BY PURCHASING AFTER APPROVED FOR PROCESSING

NO	Quantity	Unit Of Measure	Description	Qty On Hand	Min. Stock	Max. Stock	Unit. Cost	Unit Price	Total	QUOTATION		
1	11.00	pcs	Kabel Type-C to USB							0.00	0.00	0.00
								TOTAL				

Reason for This Requisition : Kabel Type C untuk Nettify	Reason for Denial :

Departement Head	Purchasing	Purchasing Corporate	Financial Controller