



Republic of the Philippines
Province of Quezon
MUNICIPALITY OF ATIMONAN

MUNICIPAL TREASURER'S OFFICE

NOTICE OF LOSS

TO : All Provincial, City, Municipal Treasurers and
All Concerned Government Agencies and
Private Individual

SUBJECT : Loss of (1) booklet Accountable Form 51-C with serial nos.
6328501-6328550

Date : May 29, 2025

Notice is hereby given to the public of the loss of one (1) booklet of Accountable Form No. 51 (official receipt) with serial nos. 6328501-6328550, discovered sometimes on May 26, 2025 under the accountability of **Mr. JANN VINCENT T. TALAVERA**, Ticket Checker of this Office, LGU Atimonan, Quezon despite diligent search and effort to recover the said accountable form.

This notice is being issued in order that all concerned may guard against the fraudulent use of the same and when found or discovered in the possession of unauthorized person/s, it is requested that this matter be immediately reported to this office for appropriate action. Any transaction involving the said accountable form should not be honored and considered illegal.

SUSANNE C. GARIN
Municipal Treasurer

Copy Furnished:

The Executive Director, BLGF – DOF, Manila
The Regional Director, BLGF IV-A (CALABARZON)
The Provincial Treasurer, Quezon Province
The Audit Team Leader, Commission on Audit- Quezon Province



Tulong-tulong sa asenso,
Mamamayan ang panalo!

Ground Floor, Municipal Building
Quezon St. cor. Rizal St.
Brgy. Zone III, Atimonan, Quezon

Tel. Nos: (042) 316-5315
Email: mto.atimonan.quezon@gmail.com
www.atimonan.gov.ph

AFFIDAVIT OF LOSS

That I, **JANN VINCENT T. TALAVERA**, of legal age, Filipino, single, and a resident of Aguinaldo St Corner Quezon St. Brgy. Brgy. Zone II Pblacion, Atimonan, Quezon, after having been duly sworn to in accordance with law, depose and say:

1. That I am the designated **Ticket Checker** assigned at the Atimonan Public Market, under the Local Government Unit (LGU) of Atimonan, Quezon;
2. That I was in possession of Accountable Form No. 51-C (Revised January 1992), particularly Official Receipts numbered from **2024-1801 6328501 to 2024-1801 6328550**, each consisting of Original, Duplicate, and Triplicate copies;
3. That on May 26, 2025, a Commission on Audit (COA) audit was conducted on the 1st floor of the Municipal Hall of Atimonan, Quezon;
4. That after the audit, at approximately 4:15 in the afternoon, I returned to my office at the Atimonan, Public Market and placed all officials' receipts, including the above-mentioned series, inside my steel cabinet without verifying if all the copies were complete.
5. That on May 27, 2025, upon checking, I discovered that the Official Receipts covering of **2024-1801 6328501 to 2024-1801 6328550** were missing and could not be located despite diligent efforts to find them;
6. That the loss was not due to willful misconduct or fraudulent intent in my part, but purely accidental;
7. That I am executing this affidavit to attest to the truthfulness and veracity of the foregoing statements and for the purpose of requesting for the issuance of a replacement of aforementioned official receipts; and
8. That this Affidavit is executed to attest to the truth of the foregoing facts and for the purpose of record, and for any legal purpose it may serve, including but not limited to the request for cancellation and replacement of said missing Accountable Forms.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my signature this _____ day of MAY 27 2025, at Atimonan, Quezon, Philippines.

JANN VINCENT T. TALAVERA
Affiant
TIN 466-307-275-000

SUBSCRIBED AND SWORN to before me this _____ day of MAY 27 2025, at Atimonan, Quezon, Philippines.

ATTY. ERIC ADRIAN A. SATORRE
Notary Public until December 31, 2025
Roll No. 83659
IBP OR No. 486510/12.22.24/Quezon Province
PTR No. 0463209/01.02.25/Atimonan, Quezon
MCLE Compliance No. VIII-0002263;04.12.28
Brgy. Zone II Pob., Atimonan, Quezon

Doc. No. 198 ;
Page No. 39 ;
Book No. L1 ;
Series of 2025

OFFICE OF THE MUNICIPAL TREASURER
Atimonan, Quezon

RECEIVED

Date: 5/29/2025
Time: 8:11 P.M.
By: _____