

Acknowledgment Receipt

For Government Document Submission

Receipt No.: 2024-0723-GOV-0012
Date Received: June 21, 2024
Received From: Juan Dela Cruz
123 Katipunan Ave., Quezon City
Document/s Submitted: 1. Barangay Clearance
2. Photocopy of Valid ID
3. Application Form (Form 123-A)
Purpose of Submission: Application for Business Permit
Received By/Position: Maria Santos, Records Officer

Date: _____

Signature over Printed Name

Important Notes:

- This receipt serves as proof of submission only and does not guarantee document approval.
- Keep this acknowledgement for future reference and tracking purposes.
- Contact the office if you do not receive feedback within the standard processing period.
- Present this receipt when inquiring or following up regarding your submission.