

**QUARTERLY REPORT OF ACTUAL INCOME**  
**For the Quarter Ending June 30, 2013**  
(In Pesos)

Department :SUCs  
Agency/OU :BENQUET STATE UNIVERSITY-BUGUIAS CAMPUS  
Fund :Special Trust Fund( RF 164)

CLASSIFICATION/ SOURCES OF INCOME  (1)	ACTUAL INCOME FOR THE QUARTER				CUMULATIVE INCOME COLLECTIONS TO DATE (6)	CUMULATIVE INCOME DEPOSITED WITH BTR (7)	REMARKS  (8)
	FIRST MONTH (2)	SECOND MONTH (3)	THIRD MONTH (4)	TOTAL (5) = (2)+(3)+(4)			
Service Income							
Affiliation Fees (RLE)	600.00	-	-	600.00	4,800.00		
Athletic and Cultural Fees	-	7,600.00	25,300.00	32,900.00	35,500.00		
Clearance and Certification Fee	1,825.00	2,375.00	4,375.00	8,575.00	13,050.00		
Comprehensive Examination Fees	-	4,500.00	6,500.00	11,000.00	11,000.00		
Diploma and Graduation Fees	10,200.00	500.00	4,000.00	14,700.00	25,427.50		
Library Fees	-	18,850.00	63,500.00	82,350.00	84,950.00		
Medical, Dental and Laboratoy Fees	900.00	9,350.00	47,550.00	57,800.00	66,100.00		
Transcript of Record Fees	3,250.00	3,350.00	2,400.00	9,000.00	10,800.00		
Other Service Income	-	19,555.00	86,340.00	105,895.00	110,260.00		
Business Income	-	-	-	-	-		
Income from Canteen Operations	-	-	-	-	-		
Income from Dormitory Operations	-	-	-	-	-		
Landing and Parking Fees	-	-	-	-	-		
Rent Income/Lease Income	11,100.00	4,430.00	6,600.00	22,130.00	53,480.00		
Tuition Fees	8,440.00	113,410.00	355,523.00	477,373.00	715,123.00		
Other Business Income	-	-	-	-	-		
Other Income	-	-	-	-	-		
Interest Income	-	-	-	-	-		
Miscellaneous Income	-	-	102,000.00	102,000.00	102,000.00		Laboratory School Dev't Fund - 3rd & 4th Yr High School
Other Fines and Penalties	950.00	100.00	3,650.00	4,700.00	6,250.00		
<b>TOTAL</b>	<b>37,265.00</b>	<b>184,020.00</b>	<b>707,738.00</b>	<b>929,023.00</b>	<b>1,238,740.50</b>	-	

Certified Correct:

Submitted by:

**IMELDA B. GALINATO**

**BEN D. LADILAD**

Chief Accountant/Head of Accounting Unit

Head of Office/Authorized Representative

Date

Date

### INSTRUCTIONS

1. This Quarterly Report of Income shall reflect the agency's/OU's actual income collections from all sources, classified into tax or non-tax, for the given quarter, broken down by month.  
This report shall be prepared by fund (i.e., General Fund or Special Account in the General Fund, etc.) and submitted to DBM **on or before the 10th day following the quarter** reported.
2. **Column 1** shall reflect the classification as to tax or non-tax income and should identify the specific source (Tax Income: e.g., Tax on Domestic Goods and Services, Tax on Net Profits, etc;  
Non-tax Income: e.g. Business Income, Service Income, Permits and Licenses, etc.), consistent with the prescribed Chart of Accounts of COA.
3. **Column 2 to 5** shall reflect the actual monthly income collections **and** the total income for the quarter covered by the report.
4. **Columns 6** shall reflect the cumulative income collections as of date (from January of the current year).
5. **Column 7** shall reflect the cumulative income deposited by the agency with the Bureau of the Treasury as of date (from January 1 of the current year).
6. **Column 8** shall reflect any additional information i.e., reasons for any variance between target and performance; new fees imposed; increase in fees and charges; or implementation of new programs.