

# Payment of Claims-Cash

**☑ ABOUT THE SERVICE**

Payment of claims whether cash or check is made by the Municipal Treasurer’s Office.

**☑ REQUIREMENT(S)**

Identification (ID) Card

**☑ HOW TO AVAIL OF THE SERVICE**

PROCESS/ACTIVITIES		DURATION	PERSON RESPONSIBLE
SERVICE PROVIDER	CLIENT		
	Presents the voucher		
Verify the claimant/Ask for the ID card		5 min.	Ma. Lovella Jumawan
	Receives cash corresponding to the amount approved in the voucher	1 min.	Ma. Lovella Jumawan

**Total                      6 min.**