

TO : WAREHOUSE AND DISTRIBUTION

FROM : KOLIN MARKETING, INC.

SUBJECT : Request for Cancel order and Change unit

DATE : January 13, 2026


REF : **KMI-000-26-01-0001**

CC : DCO/Sales

May we request your good office to process the cancel order of (1) unit KS-IW15-MCAI1201M32 Class A of **ALEX PANGANIBAN** at **8 RAHMANN EXT BRGY. KAMPUTHAW CEBU CITY (CEBU STOCK)**. The unit shall be for replaced along with the delivery of **(1) unit KS-IW25-MCAI1201M32 Class A**. The unit said was cancelled by customer because the hp of the unit doesn't fit of the area (other capacity). It is a change unit; kindly check the units and packaging if intact. Please refer to **KMI DR# 55268 (TDR#00533-CEBU)** dated 01/13/2026

Thank you very much.


Prepared by:


DONNABEL B. DELA ROSA
KMI-Clerk

Noted by:


MART NATHANIEL R. FLORES
KMI-Supervisor

Approved by:


EDITH M. FLORES
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