

FRAUD/DISHONESTY

- Policy/Endorsement
- Police Report
- Duly Notarized Affidavit
- Business Permit (any one of the documents below)
 - Mayor's Permit
 - SEC Registration
 - DTI Registration
- Audit Report

- Inventory (before & after the loss)
 - Sales Invoice
 - Official Receipts/Provisional Receipts
 - Delivery Receipts
- Notice of Suspension
- Notice of Termination
- Demand Letter (if there's any)
- Affidavit of Complaint (if there's any)
- Court Resolution/Order (if there's any)
- Letter of Admission (if there's any)
- Promissory Letter (if there's any)
- Personal & Employment Record
 - Bio-Data/Resume
 - Notice of Appointment
 - Duties and Responsibilities
 - Employment History
- Certification of the amount due and withheld to the erring employee in terms of His remaining salary, 13th month pay, bonuses, unused leave credits, etc. with computations
- Other documents as maybe required