

FORM 1000-1 (REV. 10/2000)
Advice for approval for credit to supplier

Order no.		Issued by		Issued on	
Supplier name		Project		Bill no.	
Plant/Company		Particulars		Bill amount	
PO/WO date		Receipt date		Bill date	
Bill no.	Bill am.	Bill date	Bill amount	Bill amount	
1.				to Yes to No	
2.				to Yes to No	
3.				to Yes to No	
4.				to Yes to No	

Amount A - Bill total (Including Transport & House Charges)

Proof of delivery by way of ☐ D/C bill ☐ Bill report ☐ Bill, your report ☐ Bill, block report ☐ Installation report

Amount B - Other Credits: Transportation charges

Amount C - Other Debits:

Amount D (D=A+B-C) - Amount to be credited to the supplier

Amount E - PO/WO value

Amount F - Difference (A - E):

Quantity received as per PO/WO

Close PO/WO

Payment - due date

Remarks:

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:					
Sign:					
Date:					
Approved limit	Upto 20k	Above 20k	Above 100k	Upto 20k	Above 20k

Notes: 1. In case amount to be credited to supplier and the bill total does not match, accountants to prepare JV for debit or credit. This set should only have 5 documents i.e., advice to credit to supplier, original bill, proof of delivery, original purchase order documents, original requisition. 2. Do not attach additional documents like weightment slips, RMC batch reports, duplicate documents, heavy bills, test reports, etc. 3. In Amount A, include transport, House charges, etc., and instead include in Amount D. 4. This report must reach FBO within one working day of approval by purchase officer/purchase manager.

INVOICE

Mehta Propproperty Online Private Limited		Invoice No SAL 152	
= 4-3-41 2, First Floor		Invoice	
Ghasmandi Road, Secunderabad		Date 27/03/2023	
GSTIN/UIN: 36AAKCM3777H1Z1		Mehta Propproperty Online Private Limited	
State Name : Telangana,Code :03		Account Details	
Mehta and Modi Realty Kowkur LLP		Account Holder MEHTA PROPPROPERTY ONLINE	
5-4-187 3&4,2nd Floor,Soham Mansion		Name: PRIVATE LIMITED	
MG Road Secunderabad Hyderabad		Account Number: 009763300000776	
GSTIN/UIN: 36ABLFM7631F1Z3		IFSC Code: YESB0000097	
State Name : Telangana,Code :03			

S.No	Project Name	Address	Qty	Rate	Amount
1	Greenwood Heights	Kowkur	21	660	13,860.00
	CGST +9%	Near Yapral			1,247.40
	SGST +9%	Hyderabad			1,247.40

Total

16,354.80

Amount Chargeable(In words)

E.&O.E

Indian Rupees: SIXTEEN THOUSAND THREE HUNDRED AND FIFTY FOUR

RUPEES ONLY

Taxable	Central Tax		State Tax	
	Value	Rate	Amount	Amount
	13,860.00	9%	1,247.40	1,247.40
Total	13,860.00		1,247.40	1,247.40

Tax Amount (in words) : TWO THOUSAND FOUR HUNDRED NINETY FOUR RUPEES ONLY

Thanks & Regards,

Annaboina S Divya

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