Weekly payments statement.				
Comp	Nilgiri Estate	Prepared by:	Lavanya.D	
Project:	Nilgiri Estates	Date:	26-07-2024	
S No.	Weekly payments (include all payments)	Cr balance	Amount	Pay to + VRN/CRN + Desc.
1	On a/c.			
2	Hire charges on a/c.			
3	Hire charges Dept.		-	
4	Job work		-	
5	Advance		1,12,896	Pioneer Solar World
6	Other		-	
7	Other		72,780	MPSVC
8	Other		1,096	MHSVC
9	Other		-	
	Sub-total A		1,86,772	
	Item	payments made after statement	Payment for current week - Sat to Fri	Remarks
10	Cash withdrawals		-	
11	Bank/book balance		13,500	
12	Bank/book balance - sub total A - cash withdrawals		- 1,73,272	
13	Add: OD limit		-	
14	Net balance available for payments - Sub-total B		- 1,73,272	
15	Payments to be made for current week.			
16	Suppliers bills			
17	FD - cancel/make			
18	Other:			
19	Other:			
20	Other:			
21	Other:			
22	Add: Payments not approved			
23	Add:		-2,00,000	
24	Sub-total C		-	
25	Balance: Sub-total B - C			
26	Pending supplier bills (Subtotal F)		-	
27	Payments received during the week.		-	
28	Item		Amount	Remarks
29	Opening balance last week (Saturday)		29,961	
30	Cash withdrawn during week			
31	Cash receipts / on a/c reversal			
32	Subtotal D		29,961	
33	Cash deposited in bank during week			
34	Cash expenditure during week			
35	Sub total E		-	
36	Cash closing balance (Friday) (D - E)		29,961	
37	Supplier bills statement			
38	Supplier name + due in month/year	Bill amount	Balance due	VRN + Remarks
39	Sri Bhavani Ads	25,960	25,960	Bill no:-35
40	Naveen Ads	8,850	8,850	Bill no:-429
41	Naveen Ads	8,850	8,850	Bill no:-439
42	Sri Bhavani Ads	25,960	25,960	Bill no:-56
43	Modi Housing PVt Ltd -Trading	11,856	11,856	Billnos:-37443/37444&37468
44				
45				
46				
47				
48				
49	Sub total F	81,476	81,476	-

Monthly Payment Tracker			Month	Jun-24			
Prepared by: Lavanya.D			Note: Month is with reference to due date.				
Date:	26-07-2024						
S No.	Firm / Company	Due day of month	Pay to	Towards	PDC Amount	Check marked not more than Amt.	Amount paid
1	Nilgiri Estates	5	Salaries	Salaries			Yes
2	MHSVC	5	Salaries	Salaries			Yes
3	MHPL Trading	5	Rent	Stores Rent			Yes
4	SSLLP	5	Kotak Mahindra Loan	Interest Payment			Yes
5	Nilgiri Estates	7	TDS	TDS			Yes
6	MHPL Trading	7	TDS	TDS			Yes
6	MHSVC	7	TDS	TDS			Yes
6	SSLLP	7	TDS	TDS			Yes
7	Nilgiri Estates	15	PF	PF			Yes
8	MHSVC	15	PF	PF			Yes
9	Nilgiri Estates	15	ESI	ESI			Yes
8	MHSVC	15	ESI	ESI			Yes
10	MHSVC	15	Shreyas Services	House Keeping			Yes
11	Nilgiri Estates	15	Shreyas Services	House Keeping			Yes
12	MHSVC	15	Expert Security Guards	Security Charges			Yes
13	Nilgiri Estates	15	Staff Allowances	Mobile Allowances			Yes
14	MHSVC	15	Staff Allowances	Mobile Allowances			Yes
15	MHPL Trading	20	RCM/GST	RCM payment			NA
16	Nilgiri Estates	24	TSSPDCL	Electricity Charges			Yes
17	MHSVC	24	TSSPDCL	Electricity Charges			Yes
18							
19							
20							
21							
22							
23							
24							
25							
26							
27							
28							
29							
30							
	Total				-		
Notes: 1. Include EMI, Utility bills, Rents, GST, TDS, credit card bills, club bills, PF/ESI, Salary, etc.							
2. Sort by due day.							
3. Make PDCs if amount is known. Else make cheque mark not more than approximate amount payable.							
4. PDCs/blank cheques to be prepared.							