Weekly - Petty cash /expense card statement.

	A Suresh	Statement date	06-02-2025
Prepared by	A Suresh	Sign	
From period	01-02-2025	To period	06-02-2025

Sl No	Debit to company	Debit to project	Description of expense	Amount	Bill enclosed	GST bill
1.	MODIGV Venture LLP	VIVOPOLIS	Hardware material purchased	300		☐Y ☐N
2.	MODIGV Venture LLP	VIVOPOLIS	Refreshment items purchased	120	☐Y ☐N	☐Y ☐N
3.	MODIGV Venture LLP	VIVOPOLIS	Refreshment items purchased	125	☐Y ☐N	☐Y ☐N
4.	MODIGV Venture LLP	VIVOPOLIS	Refreshment items purchased	270	☐Y ☐N	☐Y ☐N
5.	MODIGV Venture LLP	VIVOPOLIS	Office purpose water dispenser local purchased	520	☐Y ☐N	☐Y ☐N
6.					☐Y ☐N	☐Y ☐N
7.					☐Y ☐N	☐Y ☐N
8.						
9.	Total			1,335/-		

Amount to be credited by				
Approved by:	Div. Manager	Accountant	Accounts Manager	MD
Sign				
Date:	06-02-2025			

Notes: 1. Scanned copy of this statement to be submitted before every Friday 2pm. 2. Original vouchers to be attached to this statement and send to respective accountant by Monday. 3. Accountants to make payment on receipted of scanned statement on Saturday. 4. If original statement with vouchers of last week is not received withhold further payment and salary. 5. Employee must maintain photocopy of all bills/vouchers for 3 months. 6. Division manager and accounts manager approval required for expenses of over 2,000/- per week. MDs approval is required for expenses of over 10,000/- per week

APPROVED BY
A. SURESH
PROJECT MANAGER

DEBIT VOUCHER			
Company/Firm	Modi GV Ventures LLP		
Project	VIVPOLIS		
Voucher no.	1		
Account head	Nagamalleshwar		
Paid to	Ganesh electrical & hardware material		
	Hardware material purchased		
Location of work	Turkapalli		
Period	30-01-2025	06-01-=2025	
Amount in Rs.	300/-		
	Three hundred only		
Hire job work	Cheque/trf no.	Date	Bank
Prepared by	Approved by	Receivers name	Receivers signature

Notes: 1. Print full sheet. 2. To be used for all minor maintenance works. 3. Details of labour, hire charges , material may be printed/written overleaf. 4. Project may differ from location of work.

CASH BILL

Cell : 9000567191
9989040500

GANESH ELECTRICAL HARDWARE PAINTS AND SANITARY

Plot No. 21,22,23,24, Near Peddamma Temple, Turkapally,
Shamirpet Mandal, Medchal Malkajgiri Hyderabad- T.S. 500078

No.

Date 31/1/24

M/s.

Sr. No.	Particulars	Qty.	Rate	Amount
1	14 Cutin	2		300
				300
			TOTAL	300/-

INWARD
Inward No: 674 Dt: 31/1/25
MRN No: Dt:
Received By: Sign:
Vi opolis

For Ganesh Electrical Hardware Paints and Sanitary

Terms and Conditions :
Subject to Hyderabad Jurisdiction.
Goods once sold cannot be taken back or exchanged.

Authorised Signatory

DEBIT VOUCHER			
Company/Firm	Modi GV Ventures LLP		
Project	VIVPOLIS		
Voucher no.	3		
Account head	Nagamalleshwar		
Paid to	Sri sai Devi book depot		
	Office material purchased		
Location of work	Turkapalli		
Period	30-01-2025		06-01-=2025
Amount in Rs.	120/-		
	Three hundred only		
Hire job work	Cheque/trf no.	Date	Bank
Prepared by	Approved by	Receivers name	Receivers signature

Notes:1. Print full sheet. 2. To be used for all minor maintenance works. 3. Details of labour, hire charges , material may be printed/written overleaf. 4. Project may differ from location of work.

A. SURESH
PROJECT MANAGER

72

Dt: 4/2/2025

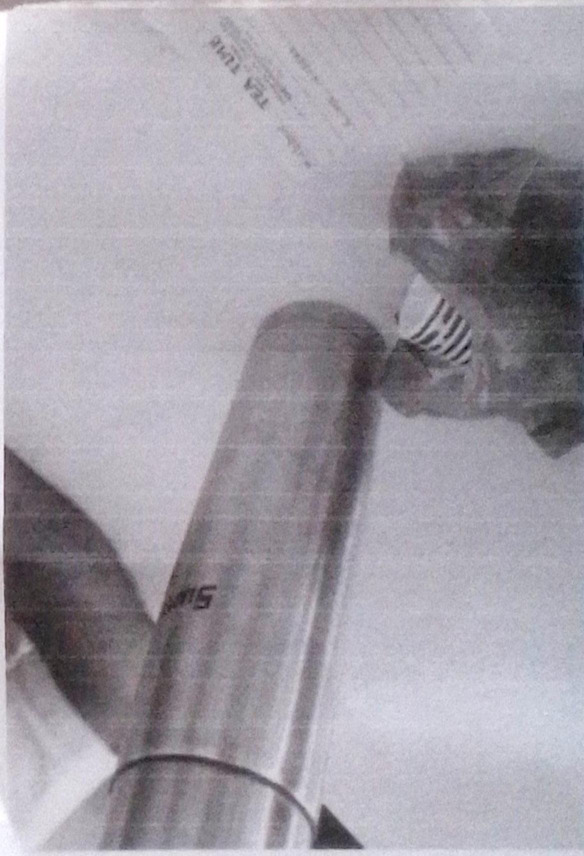
TEA TIME
Near DNA Statue,
Thurkapally (Vil), Shamirpet (M),
Medchal-Malkajgiri Dist- 500078.
Cell 955[illegible]91315

6. NOS COFFEE 120

INWARD
Inward No 679 Dt 4/2/25
MRN No:
Received By: Sign
Vivpolis

120=00

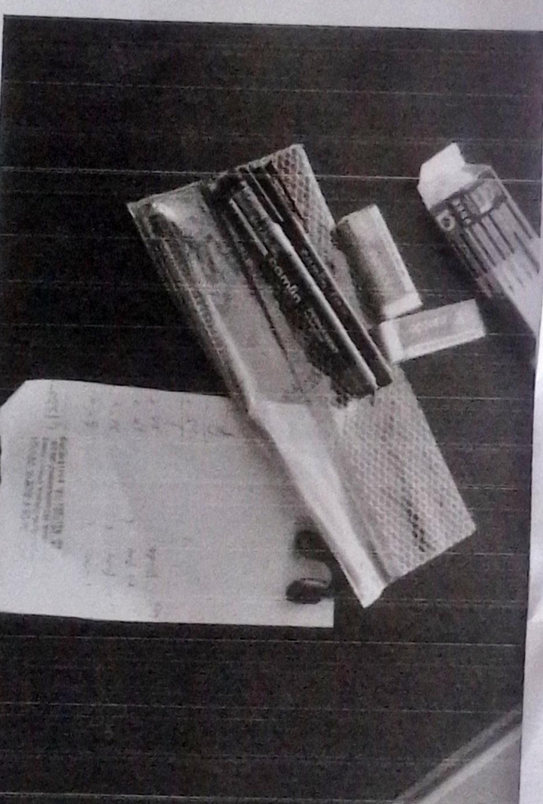
PSReddy



DEBIT VOUCHER			
Company/Firm	Modi GV Ventures LLP		
Project	VIVPOLIS		
Voucher no	2		
Account head	Nagamalleshwar		
Paid to	Tea time		
	Refreshment material purchased		
Location of work	Turkapalli		
Period	30-01-2025		06-01-=2025
Amount in Rs.	120/-		
	Three hundred only		
Hire job work	Cheque/trf no.	Date	Bank
Prepared by	Approved by	Receivers name	Receivers signature
[signature]			

Notes:1. Print full sheet. 2. To be used for all minor maintenance works. 3. Details of labour, hire charges , material may be printed/written overleaf. 4. Project may differ from location of work.

APPROVED BY



SHRI SAI DEV BOOK DEPOT
Hanuman Mandir Complex, Officer's Colony,
R.K. PURAM, SECUNDERABAD-500 056.
PH. NO: 9032804716, 9391648290

4/2/25

1)	Pen	1	6.0
2)	M. Pen	1	20.0
3	M. Pen	1	10.0
4)	Pouch		25.0
			125.0

INWARD	
Inward No: 680	Dt: 4/2/25
MRN No.	Dt:
Received By: Rajesh	Sign:
Vivopolis	

DEBIT VOUCHER			
Company/Firm	Modi GV Ventures LLP		
Project	VIVPOLIS		
Voucher no.	4		
Account head	Nagamalleshwar		
Paid to	Sri Aditya Stores		
	Refreshment material purchased		
Location of work	Turkapalli		
Period	30-01-2025		06-01-=2025
Amount in Rs.	270		
	Two hundred seventy only		
Hire job work	Cheque/trf no.	Date	Bank
Prepared by	Approved by	Receivers name	Receivers signature

Notes:1. Print full sheet. 2. To be used for all minor maintenance works. 3. Details of labour, hire charges , material may be printed/written overleaf. 4. Project may differ from location of work.

APPROVED BY

CASH / BILL

Cell : 83281 24866
75695 28202

Sri Aditya STORES

Sy. No. 215A, Thurkapally Village, Shamirpet, Medchel-Malkajgiri Dist. - 78, T. S.

Bill No. 3226 Date 4/2/25

M/s

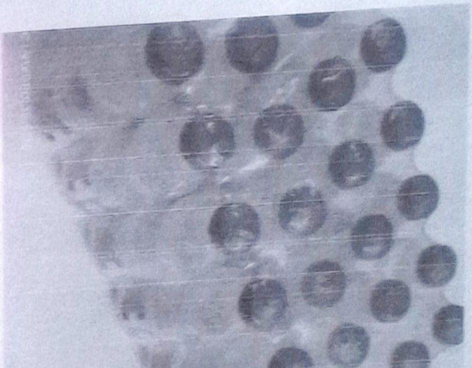
Sl. No.	PARTICULARS	Qty.	Rate	AMOUNT Rs.	Ps.
1	Goode biscuit	8	10	80	
2	water	1	190	190	
			TOTAL	270	

INWARD
Inward No. 678 Dt. 4/2/25
MRN No.
Received By Sign
Vivpolis

Thank 'Q'

For Sri Aditya STORES

Signature



DEBIT VOUCHER			
Company/Firm	Modi GV Ventures LLP		
Project	VIVPOLIS		
Voucher no.	5		
Account head	Nagamalleshwar		
Paid to	A to Z Super market		
	Office cleaning material purchased		
Location of work	Turkapalli		
Period	30-01-2025		06-01-2025
Amount in Rs.	520		
	Five hundred Tenety only		
Hire job work	Cheque/trf no.	Date	Bank
Prepared by	Approved by	Receivers name	Receivers signature

Notes: 1. Print full sheet. 2. To be used for all minor maintenance works. 3. Details of labour, hire charges, material may be printed/written overleaf. 4. Project may differ from location of work.

05 FEB 2025

Pro. Chandra Prakash CASH / CREDIT BILL Cell: 8712267439

A TO Z SUPER MARKET

MANUFACTURING & DISTRIBUTER IN CLEANING PRODUCTS
Beside Vijetha Techno School, Thurkapally (Vill), Shamirpet (Mdl), Medchal Dist. - 500078. GSTIN: 36GGIPP5431G1Z6

M/s. No. 445
Cell: Date 05/02/25
Address

S.No.	PARTICULAR	Qty	Rate	TOTAL Amount
1.	DISH WASHING GEL 1) Dispenser	1	120	120
2.	SOFT DETERGENT LIQUID 2) Bubble 20ltr can	1	140	140
3.	FLOOR CLEANER 3) Butt - By	1	210	210
4.	FLOOR CLEANER (LAVENDER) 4) water glass. S.S.	1	50	50
5.	HAND WASH			
6.	HAND WASH (ORANGE)			
7.	BATHROOM & TILE CLEANER			
8.	Detergent Powder (REG)			
9.	Detergent Powder			
			Total	520

INWARD
Inward No. 681 Dt. 5/2/25
MRN No.
Received by Rajesh Sign.
Vivpolis

Customer Signature

For A TO Z SUPER MARKET

Signature