Weekly - Petty cash /expense card statement.

Approved by	A.Suresh	Statement date	06-02-2025
Prepared by	N.Sai Shivani	Sign	
From period	30-01-2025	To period	05-02-2025

Sl No	Debit to company	Debit to project	Description of expense	Amount	Bill enclosed	GST bill
1.	MMRK-LLP	GHT	Towards Purchase of cpvc ball valve 32mm,A Holder bolts towards site use purpose.	1,850/-		☐Y ☐N
2.	MMRK-LLP	GHT	Towards Purchase of Thapi,screws,drill bit,nails towards site use purpose.	1,702/-	☐Y ☐N	☐Y ☐N
3	MMRK-LLP	GHT	Towards grass cutter sharp purpose.	600/-	☐Y ☐N	☐Y ☐N
4					☐Y ☐N	☐Y ☐N
5					☐Y ☐N	☐Y ☐N
6						
7	Total			4,152/-		

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

DEBIT VOUCHER				
Company/Firm	MMRK LLP			
Project	GHT			
Voucher no.				
Account head	Nagamalleswar			
Paid to	Bhagwathi Electrical paints and sanitary			
Towards/description of work	Towards purchase of cpvc ball valve 32mm,Aholder bolts towards site use purpose with inward no-16982.			
Location of work	Kowkoor			
Period		30-01-2025		05-02-2025
Amount in Rs.	1,850/-			
	One thousand and eight hundred fifty rupees Only			
	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
06 FEB 2025
A. SURESH
PROJECT MANAGER

Scanned with OKEN Scanner

BHPV6660K1ZZ TAX INVOICE Original For Buyer

Bhagwati Electrical Paints and Sanitary

143 O.U.T colony , Kandiguda chourasta , Sainikpuri secunderabad
Mob. 7995825048 , 9441079272
State Name:telangana, Code: 36,Pin Code-500094, Email:- pankajchoudhary1112gmail.com

Buyer
Mehta And Modi Realty Kowkur LLP

State : Telengana
Contact No. =,
GSTIN = 36ABLFM7631F1Z3
State Code:- 36

Invoice No. 3194
Dated 29-01-2025

Mode/Term of Payment
Credit

S.N	Description Of Goods	HSN / SAC	Tax %	Qty	RATE (Incl. of Tax)	RATE	Per	Amount
1	Cpvc Ballvalve 32mm	3917	18	2	625.00	529.66	pc	1250.00
2	A Holder bolts	8536	18	20	30.00	25.42	pc	600.00
	SGST							141.10
	CGST							141.10
	GRAND TOTAL			22			pc	1850.00

INWARD
Inward No: 16982 Dt: 31/01/25
MRN No: Dt:
Received By Suraj Sign.
MEHTA & MODI REALTY KOWKUR LLP

Bill Amount In Words : INR One Thousand Eight Hundred Fifty Only

Bank Details :-
canara bank sainikpuri
A/C no : 30231010003041
IFSC : CNRB0013023

HSN/SAC	Taxable	SGST %	SGST Amt	CGST %	CGST Amt
3917	1059.32	9 %	95.34	9 %	95.34
8536	508.40	9 %	45.76	9 %	45.76

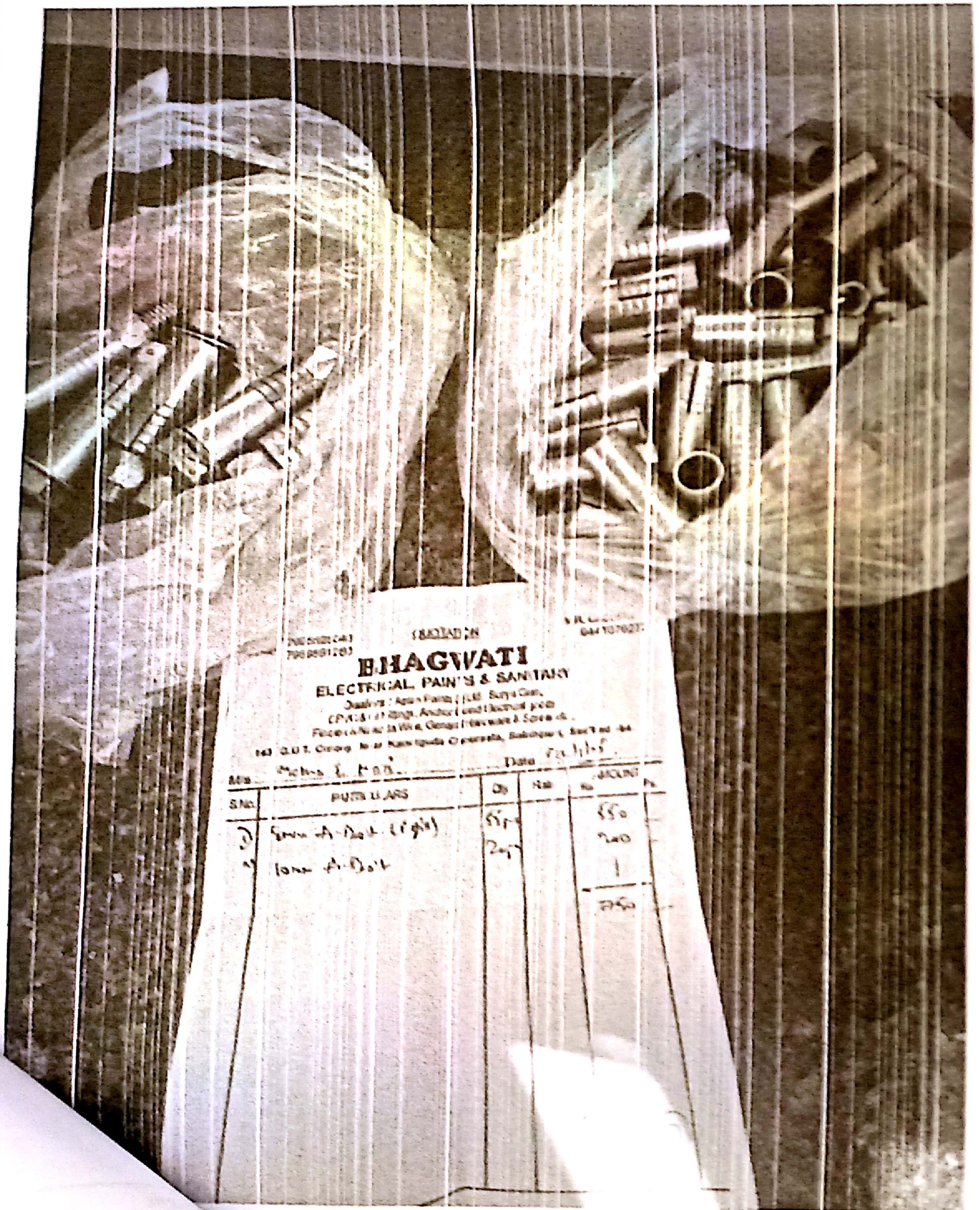
Total GST Amount In Words :
INR Two Hundred Eighty Two & Twenty Paise Only

Declaration:
1)Goods once sold not be taken back.
2)In case Bill is not paid with in 7 days interest will be chared at 18%
3)No Guarantee for breakage.
4) We are not responsible for defects in any parts, as warranty liablity lies with supplier company.
5)Cheque Bounce Charge will be 600/.
6)Interest @24% per annum on payment after 15days of delivery. goods will be charged.

For Bhagwati Electrical Paints and Sanitary

Auth. Signatory

SUBJECT TO secunderabad JURISDICTION
This is Computer Generated Invoice


BHAGWATI
ELECTRICAL, PAINTS & SANITARY
PARTICULARS


BHAGWATI
realme
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2025 01 25 09:04

DEBIT VOUCHER

Company/Firm	MMRK LLP			
Project	GHT			
Voucher no.				
Account head	Nagamalleswar			
Paid to	Bhagwathi Electrical paints and sanitary			
Towards/description of work	Towards purchase of Thapi,screws,drill bit,nails towards site use purpose with inward no-16983.			
Location of work	Kowkoor			
Period		30-01-2025		05-02-2025
Amount in Rs.	1,702/-			
	one thousand seven hundred two rupees Only			
	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
06 FEB 2025
A. SURESH
PROJECT MANAGER

ABHPV6660K1ZZ

TAX INVOICE

Bhagwati Electrical Paints and Sanitary

Original For Buyer

143 O.U.T colony , Kandiguda chourasta , Sainikpuri secunderabad

Mob. 7995825048 , 9441079272

State Name:telangana, Code: 36,Pin Code-500094, Email:- pankajchoudhary1112gmail.com

Buyer

Mehta And Modi Realty Kowkur LLP

State : Telengana

Contact No. = ,

GSTIN = 36ABLFM7631F1Z3

State Code:- 36

Invoice No. 3195

Dated 29-01-2025

Mode/Term of Payment

Credit

S.N	Description Of Goods	HSN / SAC	Tax %	Qty	RATE (Incl. of Tax)	RATE	Per	Amount
1	Thapi	8205	18	4	100.00	84.75	pc	400.00
2	Screws	7318	18	26	25.00	21.19	Dozen	650.00
3	Drill Bit	8207	18	8	50.00	42.37	pc	400.00
4	Nails	7317	18	4	63.00	53.39	Kgs.	252.00
	SGST							129.82
	CGST							129.82
	GRAND TOTAL			42 Kgs.				1702.00

INWARD

Inward No: 16983 Dt: 29/01/25

MRN No: Dt:

Received By Suraj Sign.

MEHTA & MODI REALTY KOWKUR LLP

Bill Amount In Words : INR One Thousand Seven Hundred Two Only

Bank Details :-
canara bank sainikpuri
A/C no : 30231010003041
IFSC : CNRB0013023

HSN/SAC	Taxable	SGST %	SGST Amt	CGST %	CGST Amt
7317	213.56	9 %	19.22	9 %	19.22
7318	550.94	9 %	49.58	9 %	49.58
8205	339.00	9 %	30.51	9 %	30.51
8207	338.96	9 %	30.51	9 %	30.51

Total GST Amount In Words :
INR Two Hundred Fifty Nine & Sixty Four Paise Only

Declaration:

1)Goods once sold not be taken back.
2)In case Bill is not paid with in 7 days interest will be chared at 18%
3)No Guarantee for breakage.
4) We are not responsible for defects in any parts, as warranty liablity lies with supplier company.
5)Cheque Bounce Charge will be 600/.
6)Interest @24% per annum on payment after 15days of delivery. goods will be charged.

For Bhagwati Electrical Paints and Sanitary

Auth. Signatory

SUBJECT TO secunderabad JURISDICTION

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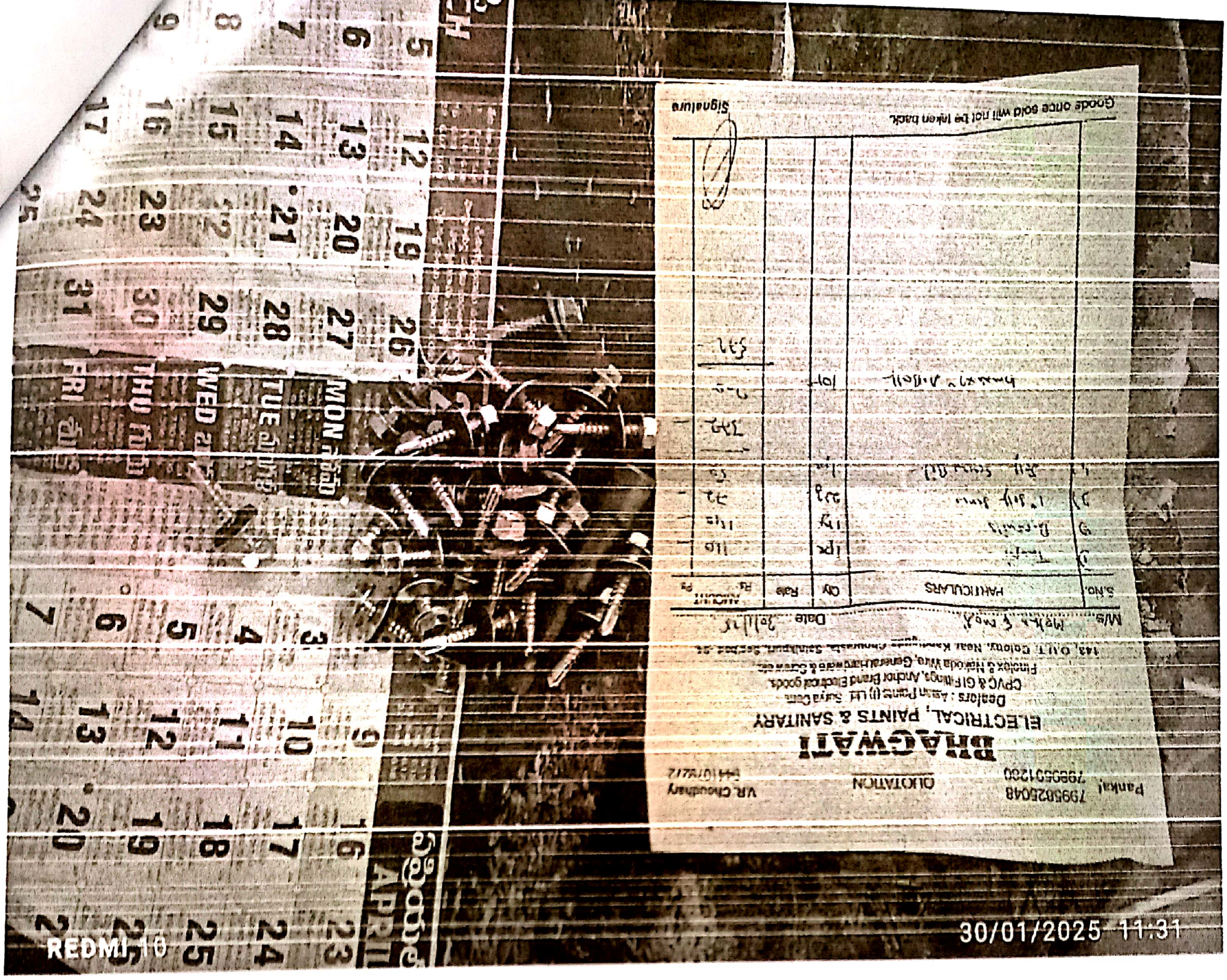

BHAGWATI
ELECTRICAL, PAINTS & SANITARY
QUOTATION
Goods once sold will not be taken back.
Signature
REDMI 10
30/01/2025 11:31


realme
Shot on realme C25s

DEBIT VOUCHER			
Company/Firm	MMRK LLP		
Project	GHT		
Voucher no.			
Account head	Nagamalleswar		
Paid to	Sri sai baba loory body builder works.		
Towards/description of work	Towards grass cutter sharp purpose.		
Location of work	Kowkoor		
Period	30-01-2025		05-02-2025
Amount in Rs.	600/-		
	six hundred rupees Only		
	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.

06 FEB 2025

A. SURESH
PROJECT MANAGER

CASH BILL

Ph : 9502627928

SRI SAI BABA LORRY BODY BUILDER WORKS

Near Bharat Petrol Pump, Mallapur,
Nacharam, Hyderabad - 500 076.

No.

Date : 3-2-2025

M/s

Sl. No.	PARTICULARS	Qty.	Rate	AMOUNT Rs.	Ps.
3)	Kerthoras Grinding			600	00
		TOTAL		600	00

INWARD

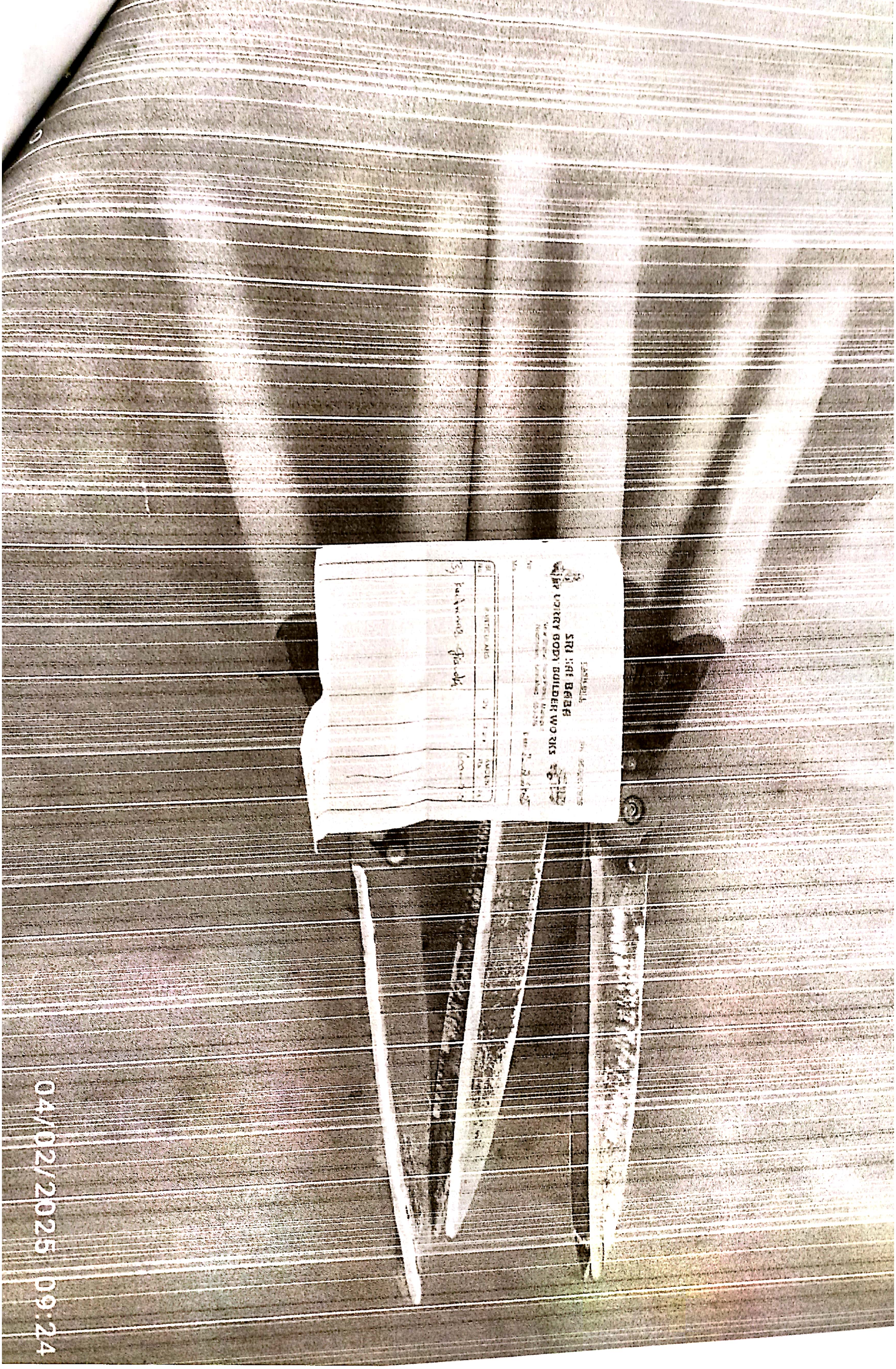
Inward No: 16981 Dt: 03/02/25

MRN No: Dt:

Received By Suraj Sign.

MEHTA & MODI REALTY KOWKUR LLP

SIGNATURE


SRI SAI BABA
LORRY BODY BUILDER WORKS
04/02/2025 09:24