Weekly - Petty cash /expense card statement.

Name	J.Selva kumar		Statement date	06/02/2025		
Prepared by	J.Selva kumar		Sign			
From period	06/02/2025		To period	06/02/2025		
Sl No	Debit to company	Debit to project	Description of expense	Amount	Bill enclosed	GST bill
1.	Amtz 801	Amtz 801	SINDHU PARCEL SERVICES	320/-		
2.			Polybags delivered to			
3.			Amtz 801, Vizag.			
4.	Amtz 801	Amtz 801	SRINU PACKING	200/-		
5.			Packing services of Amtz			
6.			medpolis 801, vizag.			
7.						
8.						
9.				520/-		

Amount to be credited by	☐ Transfer to Haapay card, ☐ Transfer to expense card, ☐ Cash reimbursement, ☐ Transfer to personal a/c. ☐ Other:			
Approved by:	Div. Manager	Accountant	Accounts Manager	MD
Sign:				
Date:				

APPROVED
06 FEB
MINISH PARIKH

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

Amtz Medpolis square 801 Pvt Ltd.

Voucher No. ______ Date : 06/02/2025

A/c. ______

	Rs.	Ps.
Paid to SINDHU PARCEL SERVICES	320/-	
towards Polybags delivered to Amtz medpolis square 801 Pvt Ltd, Vizag.		
Rupees Three hundred and Twenty Rupees only.		
Paid by Cheque / Cash — Cheque No. ______ Dated ______ Drawn on Bank ______	320/-	

Prepared by Sadhana

APPROVED
06 FEB
Approved by
MINISH PARIKH
MANAGER PRO

Receiver's Signature

SINDHU PARCEL SERVICES

SINDHU PARCEL SERVICES

Head Office : Plot No. A-91, A-91/2, Pragathi Nagar, Bachupally Road, Hyderabad - 500 090.

GSTIN: 36AENFS5057A1ZZ
www.sindhuparcelservice.com

CUSTOMER CARE: 040-24447879, 24448889, 8985953865, 8985972865
AT OWNER'S RISK ONLY

From : HCPL 7207999270
To : GWKV 7207999240

Sender : SRI RAJA TAJESHWARI TRADERS, Ph: 9246364748
HYD-CHERLAPALLY

Receiver : AMTZ MEDPOLIS SQUARE 801 P LTD, Ph: 9654292010
GAJUWAKA-VSP

LR No : GWKV150-T08374
Date : 05/Feb/2025 5:29 PM

No. of Art.	Description (Said Contents)	Unit Rate	Charge Type	Amount
1	POLYBAGS	300.00	Freight	300.00
			Booking Hamali	-
			D.D.C.	-
			L.R. LR	20.00
			Others	
	Remarks: NOTE : RETURN BOOKING AVALABLE ANY LEAKAGE AND DAMAGE NO CLAIM		Grand Total	320.00

PAID

Tot. Art. 1
Goods Value Rs. ----
Invoice No.

For SINDHU PARCEL SERVICES
(RAJENDRA REDDY)
T&C Apply

Received
E-way Bill :

AGREE TO ALL THE CONDITIONS MENTIONED OVERLEAF
DOOR DELIVERY GROUND FLOOR ONLY

DEBIT VOUCHER

Amtz medpolis Square 801 Pvt Ltd.

Voucher No. ____________

A/c. ____________ Date : 06/02/2025

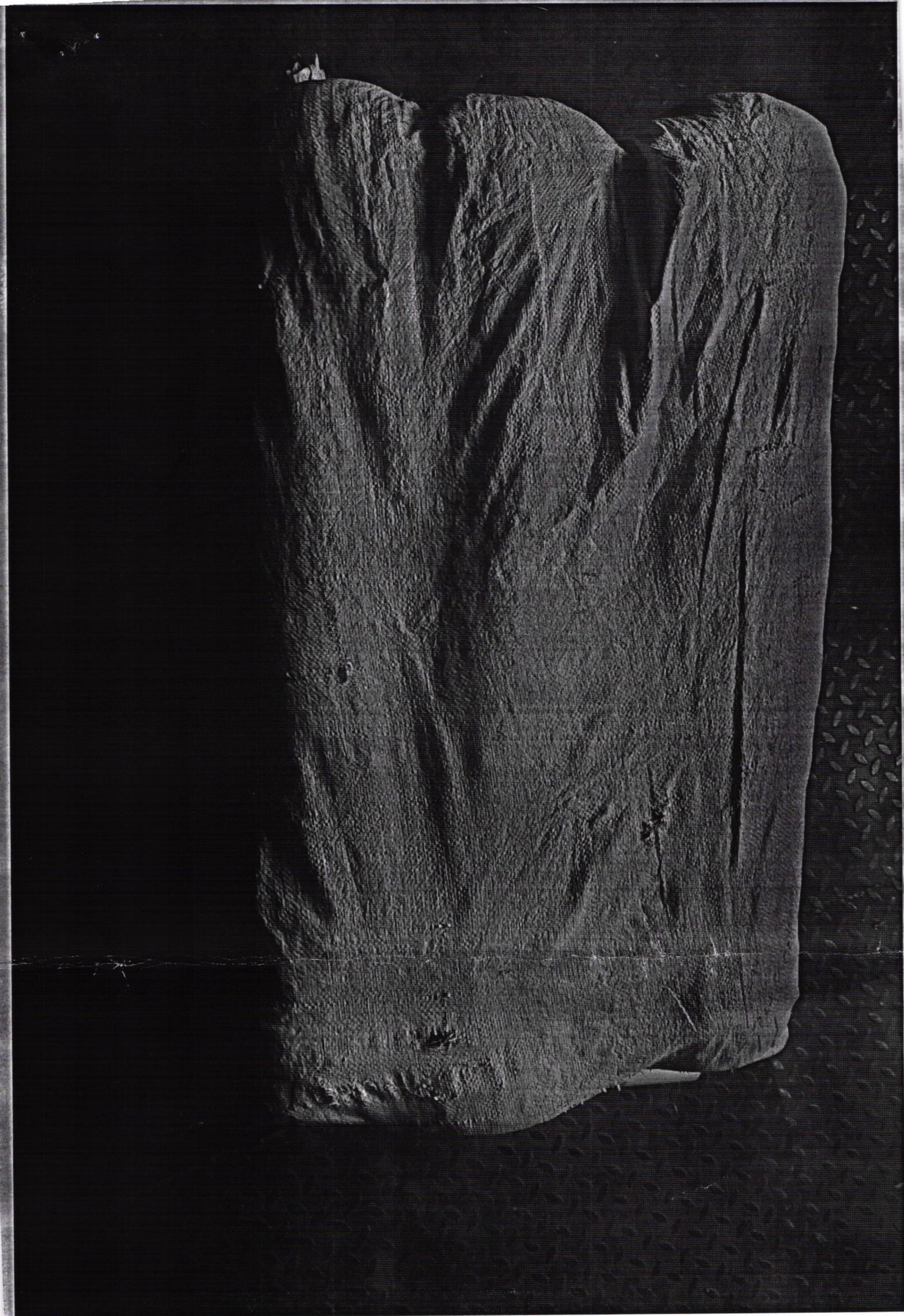
	Rs.	Ps.
Paid to SRINU PACkers.		
towards Poly bags packing charges of Amtz medpolis Square 801 Pvt Ltd, vizag	200/-	
Rupees Two hundred Rupees only		
Paid by Cheque / Cash — Cheque No. — Dated — Drawn on Bank	200/-	

APPROVED
06 FEB
MINISH PARIKH
MANAGER PRO

Prepared by Sadhana

Approved by

Receiver's Signature



Purchase Order M

Original

From Company:	AMTZ Medpolis Square 4554 Pvt Ltd Vm Steel Projrt Town Ship Sub Post office,Ground, Plot. No: D1-56, HUB Building, AMTZ CAMPUS, Pragati maidan,Vishakhapatnam Vishakapatanam,Andra Pradesh,530031 GSTNO:37AAXCA5420G1ZG	Delivery Location:	AMTZ 4554 Pvt Ltd Vm Steel Projrt Town Ship Sub Post office,Ground, Plot. No: D1-56, HUB Building, AMTZ CAMPUS, Pragati maidan,Vishakhapatnam Vishakapatanam,Andra Pradesh,530031 --,..

Supplier Details				
Santosh Tarpaulin 2-9-39/7/3, Forzenguda Suryanagar, Old Alwal Medchal Malkagiri Hyderabad, TG, 500010 GSTIN:36ATWPA1307P1ZC A Santosh Kumar, 9642662732 santoshtarpaulin@gmail.com	PO No	20250202001	Quote No	Nill
	PO Date	02 Feb 2025	Quote Date	03 Feb 2025
	Supply Type	Purchase Order	Requisition Num	20250202001

SNo.	Item Name	Qty	Rate	Dis%	Taxable Amount	GST%						Amount
						IGST%	CGST%	SGST%	IGST AMT	CGST AMT	SGST AMT	
1	BUILIL-Building Material-LDPE Polythene Sheet-25 Micron-12000x 3600mm-Kgs	53.00	160.00	0%	8,480	18%	0%	0%	1,526	0	0	10,006
								Total Amount ...	1,526	0	0	10,006
Rupees in words : Ten Thousands Six Only.												

Terms and Conditions:-

Additional Specifications	Nill.
Tax :	Inclusive of GST and other taxes.
Delivery Date :	Within 2 days of PO
Delivery Location :	As given above.
Transport:	In Our Scope.
Advance Paid :	Nill

04/02/25 05:12:55 PM

Purchase Order

Original

Payment Terms :	After delivery and on submission of bills.
Bill submission:	Proof of delivery & original invoice must be delivered to Second floor, Soham Mansion, M.G. Road, Secunderabad- 03.Do not send to site.
Other Terms:	Nill.
Measurement/quantity:	Payment shall be made on quantity delivered at site.

Notes:

1. This is a digitally generated order and no signature is required.
2. In case the vendor is unable to accept the order and supply the material, they must intimate the same by email to purchase@modiproperties.com.
3. Vendors must obtain acknowledgment from site as proof of delivery (POD) on relevant document like DC, e-way bill, packing list, etc.
4. Vendor must send original invoices to our head office (HO) on the address mentioned above. Do not send the original invoices to sites or purchase division office. An acknowledgment on a copy of the invoice will be provided upon request at our HO.
5. We reserve the right to cancel this PO and seek refund of the advance paid in case of delay in delivery or items delivered are not as per specifications, including delivery of defective material.
6. Payment against delivery /installation shall only be made after receipt of original signed invoice at HO.