MPPL

Weekly - Petty cash /expense card statement.

Name	Rajendar	Statement date	20/02/2025
Prepared by	Rajendar	Sign	Rajendar
From period		To period	

Sl No	Debit to company	Debit to project	Description of expense	Amount	Bill enclosed	GST bill
					☐Y ☐N	☐Y ☐N
1.	MPPL	MPPL	Drainage pipeline work	6,000-00	☑Y ☐N	☐Y ☐N
2.	MPPL	MPPL	Transportation Expenses	469-00	☐Y ☐N	☐Y ☐N
3.	MPPL	MPPL	Mobile bill payment	1901-00 ~~1,900-00~~	☐Y ☐N	☐Y ☐N
4.					☐Y ☐N	☐Y ☐N
5.					☐Y ☐N	☐Y ☐N
6.					☐Y ☐N	☐Y ☐N
7.					☐Y ☐N	☐Y ☐N
8.					☐Y ☐N	☐Y ☐N
9.					☐Y ☐N	☐Y ☐N
10.					☐Y ☐N	☐Y ☐N
11.	Total			8,370-00		

Amount to be credited by	☐ Transfer to expense card, ☐ Cash reimbursement, ☐ Transfer to personal a/c. ☐ Other:			
Approved by:	Div. Manager	Accountant	Accounts Manager	MD
Sign:	APPROVED BY 22 FEB 2025 G. JAI KUMAR AGM-HR & Admin		APPROVED BY 22 FEB 2025 A. SAMBASIVA RAO	
Date:				

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

8169

DEBIT VOUCHER

...r No. ________________

A/c. : Rajendar   Date : 20/02/25

		Rs.	Ps.
Paid to	Mobile bill Payment		
towards	Bill Payment 9391340973	415	00
	9059219373	831	00
	9246876667	655	00
Rupees	One Thousand Eight Hundred and		
	ninety nine only		
Paid by Cheque / Cash	Cheque No. ____ Dated ____ Drawn on Bank ____	1901 1899	00 00

K.Rajendar.
Prepared by

Approved by

Receiver's Signature

Bill Payment Successful
01:22 pm on 10 Feb 2025

Mobile bill paid

Vi Postpaid
9391340973
₹415

Bill Details

Bill Date
01-Feb-2025

Payment details

Bill Amount	₹412
Platform fee(inclusive of GST)	+ ₹3
Total Amount	**₹415**

Transaction ID
NX25021013220352609955531

Bharat Connect Transaction ID
PP015041BX3B9114Z123

Debited from

XXXXXX3005
UTR: 466087734325
₹415

Powered by
UPI AXIS BANK

Paytm

Paid Successfully

₹830.51

Rupees Eight Hundred Thirty and Fifty One Paise Only

For: Bill Payment of Airtel Mobile 9059219373

From: Rajendar Kadthuri

Icici Bank Debit Card

Bank Ref No: 202540980587739

Order ID: 24816432861

02:56 PM, 13 Feb 2025

Paytm

Paid Successfully

₹655.02

Rupees Six Hundred Fifty Five and Two Paise Only

For: Bill Payment of Vi 9246876667

From: Rajendar Kadthuri

Icici Bank Debit Card

Bank Ref No: 202540919453354

Order ID: 24848830003

02:58 PM, 13 Feb 2025

DEBIT VOUCHER

Voucher No.

A/c. Rajendar

Date : 20/01/25

Particulars	Rs.	Ps.
Paid to Transportation expenses	143 - 00	
towards Transporation charges for Inward	150 - 00	
bag & soham sir worli	176 - 00	
Rupees Four Hundred sixty nine only —		
Paid by Cheque / Cash — Cheque No. — Dated — Drawn on Bank	469 - 00	

Rajendar
Prepared by

Approved by

Receiver's Signature

Yesterday 11:27 AM
CRN 9163070092

KANDEKAR SAI KUMAR
White Tour H3 CNG • ★ 4.6

Completed

You rated

₹ 143 5.7 km 16 min

11:31 AM 19, Mahatma Gandhi Rd, Hyderbasthi, Rani Gunj, Hyderab...

11:48 AM Kachiguda X Rd, Hari Vihar Colony, Bhawani Nagar, Narayan...

Bill Details

Your Trip	₹ 142.04
Rounded Off	₹ 0.97
Total Bill Includes ₹6.76 Taxes	₹ 143
Total Payable	₹ 143

Payment

Transaction Successful
07:06 PM on 06 Feb 2025

Paid to

MD ABRAR
+917995913606

₹150

Banking Name : Md Abrar

Transfer Details

Transaction ID
T2502061906052294753764

Debited from

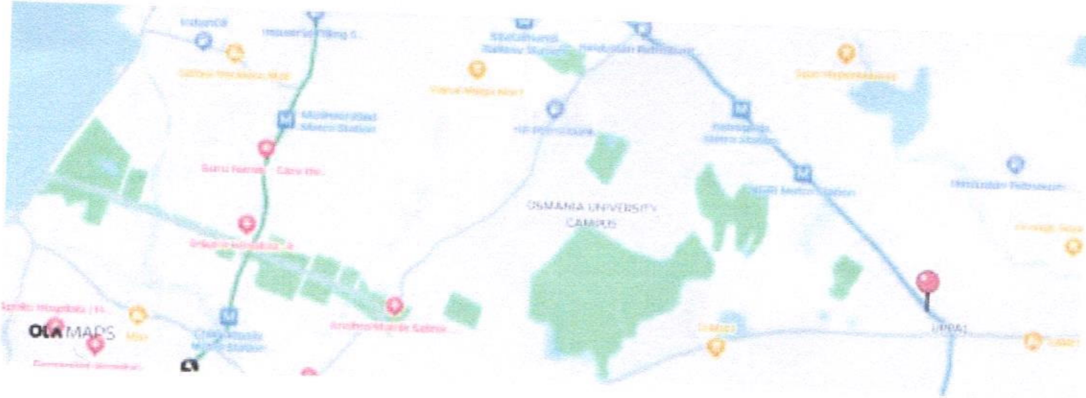
XXXXXX4233
UTR: 144075944416

₹150

Powered by
UPI AXIS BANK

Thu, Jan 16, 10:37 AM

CRN 9083020540



SAIKUMAR RAMARAPU

Pulsar 150 • ★ 4.6

Completed

You rated

₹ 176 | 13.5 km | 39 min

10:37 AM • Dno 5/2/182, 184, 1 Flr, Modi Square, Rashtrapati Rd, above Pa...

11:16 AM • Survey Of India, Uppal, Hyderabad, Telangana, 500039, India

Bill Details

Total Payable	₹ 176

Payment

Cash	₹ 176

DEBIT VOUCHER

Voucher No. ____________

A/c. ____________ Date : 29/01/2025

	Rs.	Ps.
Paid to HMWSSB		
towards Drainage pipeline cleaning at Plot. 280. (on urgency called) without booking charges 2000/-	6,000 - 00	
Rupees Six Thousand only		
	6,000 - 00	

Paid by Cheque / Cash | Cheque No. | Dated | Drawn on Bank

APPROVED BY
29 JAN 2025
G. JAI KUMAR
AGM-HR & Admin

K. Rajendar
Prepared by

Approved by

K. Rajendar
Receiver's Signature