Weekly - Petty cash /expense card statement.

Name	D. Siva Shankar	Statement date	24/02/25
Prepared by	D. Siva Shankar	Sign	[illegible]
From period		To period	

Sl No	Debit to company	Debit to project	Description of expense	Amount	Bill enclosed	GST bill
1.	MH SVC	MH SVC	CHITRABHANU TYRES 3123 naresh	400	☑Y ☐N	☐Y ☑N
2.	MH SVC	MH SVC	CHITRABHANU TYRES 5649 MADHU	400	☑Y ☐N	☐Y ☑N
3.	MH SVC	MH SVC	fastag Recharge BUS 3044	500	☑Y ☐N	☐Y ☑N
4.	MH SVC	MH SVC	P. VAMSHI UBER	114	☑Y ☐N	☐Y ☑N
5.	MH SVC	MH SVC	SRS Raja RAJESWARI [illegible] 9759	760	☐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			2174/-		

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 28 FEB 2025 G. JAI KUMAR AGM-HR & Admin			
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

MHSVC

DEBIT VOUCHER

Voucher No. ______________

A/c. ______________ Date : 18/02/25

Paid to CHITRABHANU TYRES (narender)	Rs.	Ps.
towards fitting charges of TS10UB	400	00
3123 NEW TYRES		
Rupees four Hundred Rupees Only		
Paid by Cheque / Cash ✓ — Cheque No. — Dated — Drawn on Bank	400	00

Sd/-
Prepared by

Sd/-
Approved by

Receiver's Signature

DEBIT VOUCHER

Voucher No. ____________

A/c. ______________________________ Date : 18/02/2[illegible]

Paid to [illegible]	Rs.	Ps.
towards [illegible]	[illegible]	
Rupees [illegible]		
Paid by Cash / Cheque · Cheque No. · Dated · Drawn on Bank	[illegible]	

Prepared by   Approved by   Receiver's Signature

MIHSVC

DEBIT VOUCHER

Voucher No. ______________

A/c. ______________ Date : 18/02/25

Paid to CHITRABHANU TYRES (MADHU)	Rs.	Ps.
towards fitting charges of TS10UB	400	00
5649 new TYRES		
Rupees four Hundered Rupees only		
Paid by Cheque / Cash ✓ — Cheque No. [ ] Dated [ ] Drawn on Bank [ ]	400	00

Shiva

Prepared by

Approved by

Receiver's Signature

DEBIT VOUCHER

Voucher No. ____________

A/c. ____________ Date : 18/02/25

Paid to	[illegible] TILES ([illegible])	Rs.	Ps.
towards	[illegible] & [illegible]	5050	00
	[illegible] TILES		
Rupees	Five thousand fifty only		
Paid by Cash ✓ / Cheque	Cheque No. ____ Dated ____ Drawn on Bank ____	5050	00

Prepared by [signature] Approved by [signature] Receiver's Signature

CHITRABHANU TYRES

PLOT No. 19 & 20, Subash Nagar Nagarjuna Nagar,
Kushaiguda, Hyderabad-62.
☎: 27139116, CELL : 9866204595

No. 784 Date 12/02/25

M/s MHSVC

Sl. No.	DESCRIPTION	Qty.	AMOUNT
	Fitting Chas	4	2400/-
	TS10UB 3123		
		TOTAL	2400

For CHITRABHANU TYRES

GST : 36AADFC8459J1Z2

CHITRABHANU TYRES

PLOT No. 19 & 20, Subash Nagar Nagarjuna Nagar,
Kushaiguda, Hyderabad-62.
☎: 27139116, CELL : 9866204595

No. 783 Date 12/02/25

M/s MHSVC

Sl. No.	DESCRIPTION	Qty.	AMOUNT
	Fitting Charges	4	2400/-
	TS10UB 5649		
		TOTAL	2400/-

For CHITRABHANU TYRES

GST : 36AADFC8459J1Z2

MHSVC

DEBIT VOUCHER

Voucher No. ____________

A/c. ____________ Date : 18/02/25

Paid to	FASTag Recharge	Rs.	Ps.
towards	FASTag Recharge for Bus	500	00
TS10UD 3044			
Rupees	five Hundred Rupees only		
Paid by Cheque / Cash ✓	Cheque No.	Dated	Drawn on Bank	500	00

Prepared by

Approved by

Receiver's Signature

DEBIT VOUCHER

Voucher No. ______________

A/c. ______________ Date 18/03/24

Paid to	[illegible]	Rs.	Ps.
towards	[illegible]	500	00
	[illegible]		
Rupees	Five Hundred Rupees only		
Paid by Cash ✓ / Cheque	Cheque No. ____ Dated ____ Drawn on Bank ____	500	00

Prepared by [signature] Approved by [signature] Receiver's Signature

8:37 88%

FASTag Recharge successful

08:36 AM on 18 Feb 2025

FASTag Recharge for

HDFC Bank - Fastag ₹500

TS10UD3044

Bill Details

Customer Name : CHATHIRI KRISHNA

Payment details

Transaction ID

NX250218083638636757770421

Bharat Connect Transaction ID

PP015049BX1ZP0NX8574

Debited from

XXXXX1800025272 ₹500

UTR: 030237524845

View History

View Receipt

Split Expense

Share Receipt

Contact PhonePe Support

Powered by

UPI AXIS BANK

MHSVC

DEBIT VOUCHER

Voucher No. 128

A/c. ______________________ Date : 25/02/25

P. VAMSHI

Paid to SRI RAJA RAJESWARI AUTOMOBILES"	Rs.	Ps.
towards TATA WINGER TS10UA9759		
OIL CHECKING OF TOP UP PURPOUSE 20/02/25	760/-	
Rupees SEVEN HUNDRED SIXTY ONLY		
Paid by Cheque/Cash — Cheque No. — Dated — Drawn on Bank		
	760/-	

APPROVED BY
25 FEB 2025
G. JAI KUMAR
AGM-HR & Admin

Prepared by

Approved by

P. V

Receiver's Signature

MH 2 VC

DEBIT VOUCHER

Voucher No. 128

A/c. P. Vamsi — Date : 25/10/25

		Rs.	Ps.
Paid to	Sri Rama Rao Excel Automobiles		
towards	TATA Winger TS10UA9A5Z9	760/-	
	[illegible] tour purpose [illegible]		
Rupees	Seven hundred sixty only		
Paid by Cash / Cheque	Cheque No. — Dated — Drawn on Bank	760/-	

Prepared by — Approved by — Receiver's Signature P.N

Cell : 9394560089

SRI RAJA RAJESWARI AUTOMOBILES

Eicher, Swaraj Mazda, DCM, TATA Ace, Indica Spare Parts

 # 3-4-98, Noma Complex, Beside Noma Function Hall, Mallapur, Hyd-76.

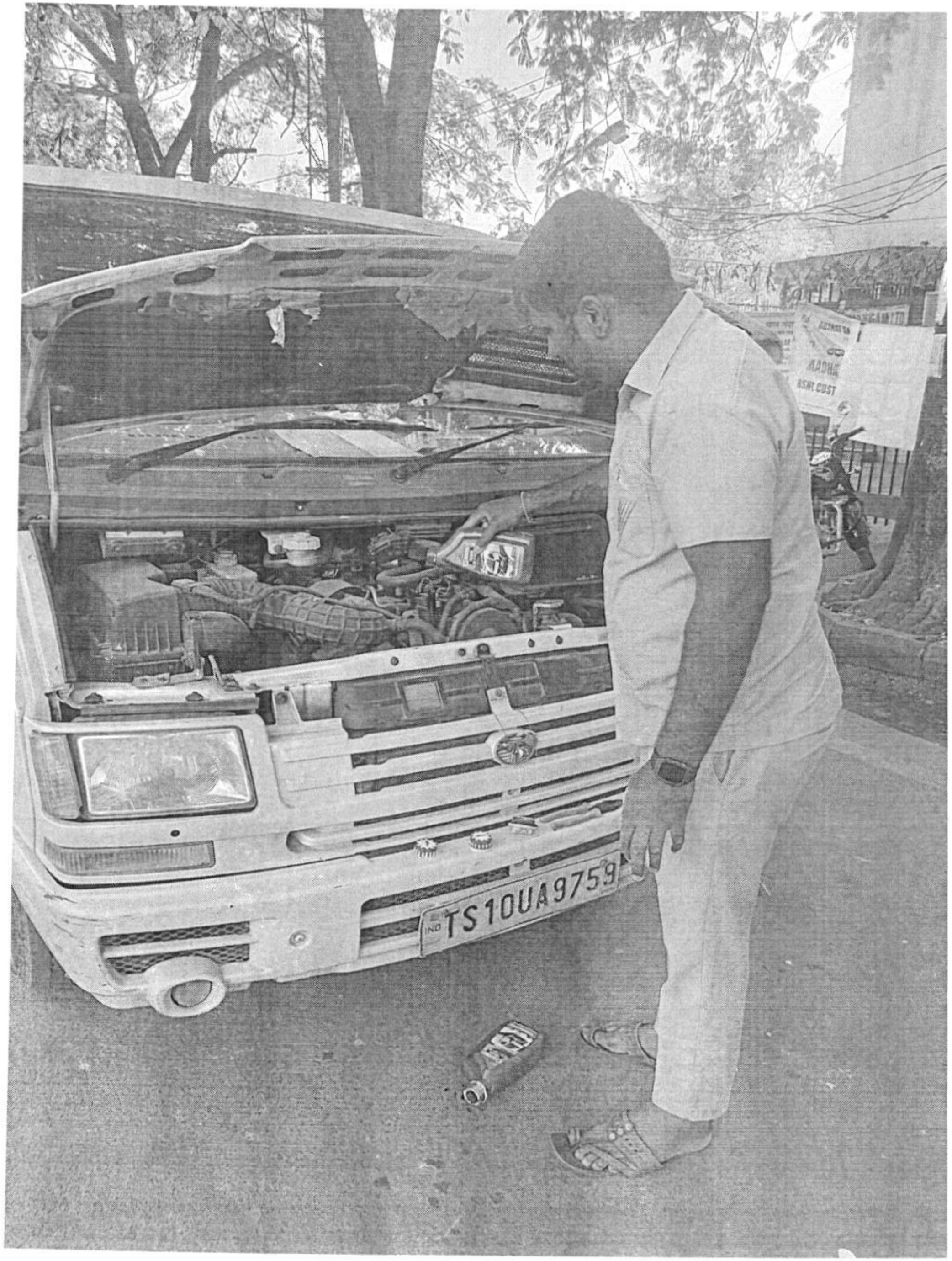
No. 128 Date. 20/2/25

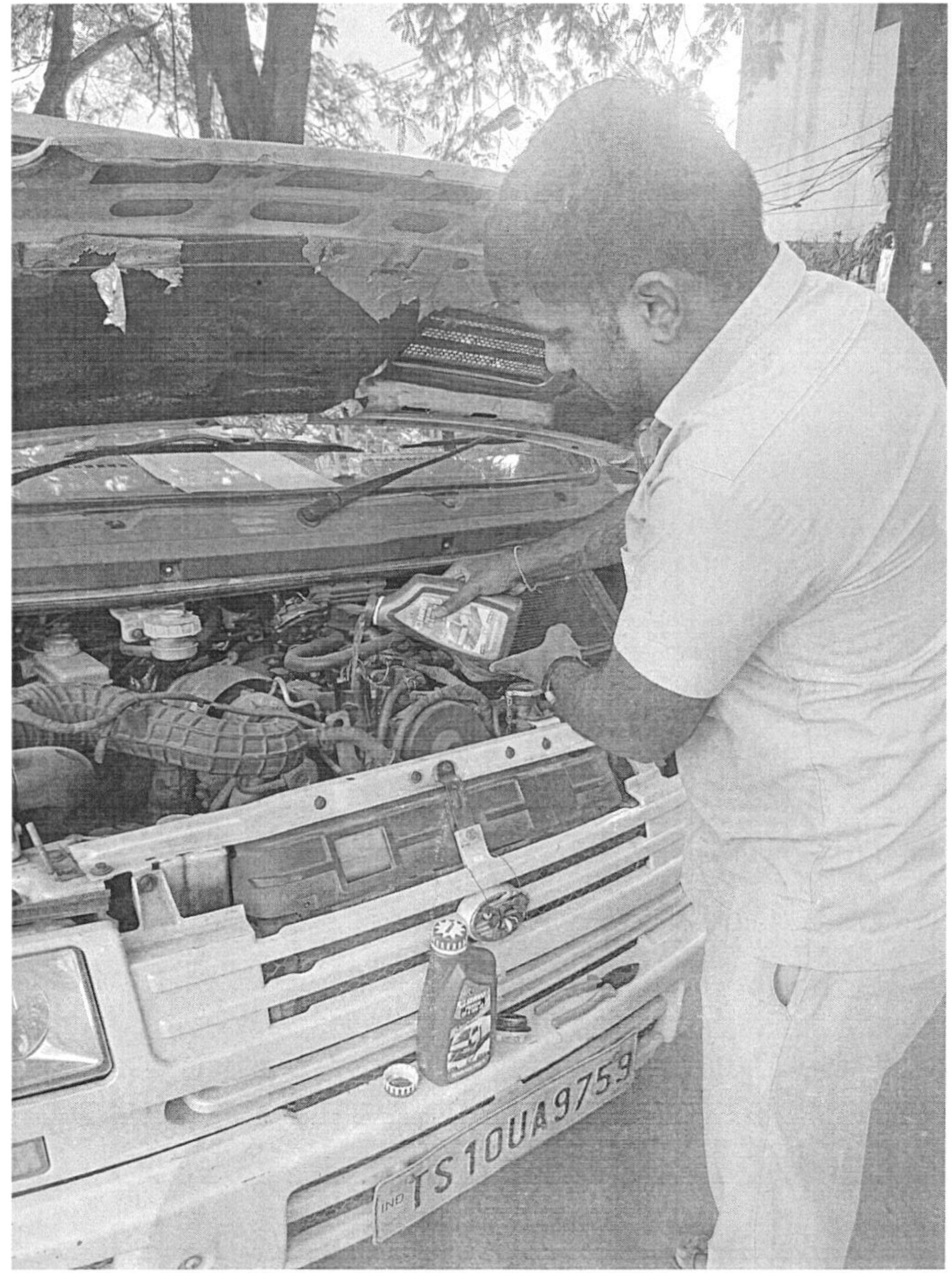
M/s. Modi Housing pvt Ltd/9759

Sl No.	PARTICULARS	QTY.	RATE	Amount Rs.	Ps.
2Ltr	engine oil			760	00
			TOTAL	760	00

Goods Once sold will not be taken back

Signature


IND
TS10UA9759


IND
TS10UA9759

DEBIT VOUCHER

MH SVC

Voucher No. ______________

A/c. ______________ Date : 25/02/25

Paid to P. VAMSHI. [UBER]	Rs.	Ps.
towards UBER, CHARGES, FROM P/OT NO: 280 PARKED, INNOVE, HYCROSSE, FROM HO TO P/OT, 280.	114/-	00
Rupees ONE, HUNDRED, FOURTEEN, ONLY		
Paid by Cheque/Cash — Cheque No. — Dated — Drawn on Bank	114/-	00

APPROVED BY
25 FEB 2025
G. JAI KUMAR
AGM-HR & Admin

Prepared by Approved by Receiver's Signature

DEBIT VOUCHER

MH 2V2

Voucher No. ______________

A/c. ______________ Date : 25/03/07

		Rs.	Ps.
Paid to	R. [illegible] [URBAN]		
towards	URBAN, [illegible], From [illegible] : 280 [illegible] [illegible] from 40 to [illegible], 280	114/-	00
Rupees	ONE hundred fourteen only		
Paid by Cash / Cheque	Cheque No. / Dated / Drawn on Bank	114/-	00

Prepared by

Approved by

Receiver's Signature

Uber

February 25, 2025

Here's your receipt for your ride, Vamshi

We hope you enjoyed your ride this evening.

Total ₹114.41

Trip charge	₹109.09
Subtotal	**₹109.09**
Wait Time	₹3.44
Rider Promotion	-₹1.12
Insurance	₹3.00

Payments

Cash
2/25/25 5:42 pm
₹114.41

Visit the trip page for more information, including invoices (where available)

The total of ₹114.41 has a GST of ₹5.56 included.

You rode with SHAIK

License Plate: TS09FG6408

Moto 11.37 kilometres | 28 min(s)

5:13 pm | Rd Number 10C, Venkatagiri, Jubilee Hills, Hyderabad, Telangana 500033, India

5:42 pm | 3and4, II Floor, Soham Mansion, 5-4-187, Mahatma Gandhi Rd, Karbala Maidan, Rani Gunj, Secunderabad, Hyderabad, Telangana 500003, India

Fares are inclusive of GST. Please download the tax invoice from the trip detail page for a full tax breakdown.