

Monthly Payment Tracker			Month	Feb-25				
Prepared by: Rukmini DP			Note: Month is with reference to due date.					
Date: 28.02.2025								
S No.	Firm / Company	Due day of month	Pay to	Towards	PDC Amount	Check marked not more than Amt.	Amount paid	
1	NRK Biotech	5 th Feb	Staff	For the month of Dec'25	1,80,000	Yes		
2	NRK Biotech	7 th Feb	TDS	For the month of Dec'25	3,71,000			
3	NRK Biotech	15 th Feb	Aditya Birla Finance	For the month of Dec'25	7,76,484	Yes		
4	NRK Biotech	15 th Feb	Mobile Allowances	For the month of Dec'25	3,396	Yes		
5	NRK Biotech	15 th Feb	PF	For the month of Dec'25	14,153			
6	NRK Biotech	15 th Feb	ESI	For the month of Dec'25	859			
7	NRK Biotech	20 th Feb	GST	For the month of Dec'25	1,55,235	Yes		
8	NRK Biotech	20th Feb	TGSPDCL	For the month of Dec'25	14,766	Yes		
9								
10								
	Total				15,15,893			
Notes: 1. Include EMI, Utility bills, Rents, GST, TDS, credit card bills, club bills, PF/ESI, Salary, etc.								
2. Sort by due day.								
3. Make PDCs if amount is known. Else make cheque mark not more than approximate amount payable.								
4. PDCs/blank cheques to be prepared.								

Rukmini

28/02/25