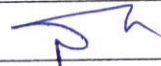
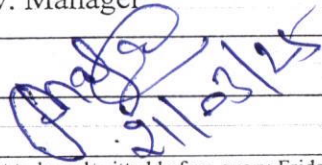


Weekly - Petty cash /expense card statement.

Name	Ch Ramesh		Statement date	Card No:4629 5254 2716 5716			
Prepared by	Ch Ramesh		Sign				
From period			To period				
Sl No	Debit company	to	Debit to project	Description of expense	Amount	Bill enclosed	GST bill
1.	CHT		CHT	Cash bag & passport size photos	2420	☐ Y ☐ N	☐ Y ☐ N
2.	CHT		CHT	Regd Post	105	☐ Y ☐ N	☐ Y ☐ N
3.						☐ 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				2525		
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:							
Date:		21/03/25					

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 receipt 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

Mehita & mod: Kowkar CP

Voucher No. _____

A/c. _____

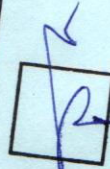
Date : 21/3/25

Paid to	Sai Mehita bags / Photo studio	Rs.	2200	Ps.	2200
towards	Archan & cash bags 10 nos @ 220/-		220		220
	Parupat size photos				
Rupees	Two Thousand Four Hundred Twenty only				
Paid by	Cheque	Cheque No.			
	Cash				
		Dated			
		Drawn on Bank			
			2420		2420

Prepared by

Approved by

Receiver's Signature



ESTIMATE

OM SAI RAM

Ph : 9440723967

SAI MONICA BAGS

7-1-532/3, Bandimet, Maruthi Veedhi,
Opp. Rama Lodge, Secunderabad - 03. T.S.

No.

M/s.

Date 21/3/25

Qty	Particulars	Rate	Amount	
			Rs.	Ps
10	canray cash bags	220/-	2200	00
		TOTAL	2200	00

For SAI MONICA BAGS

CASH / CREDIT MEMO

From :

M/s

Date

15/3/25

No

Rate

Amount

Rs.

Ps.

Qty.

Particulars

PassPort photos (60)

220

00

1

220-00

Thank 'Q'

Visit Again

TOTAL

Goods once sold will not be taken back.

Signature

DEBIT VOUCHER
melita & modi Realty (contractor) LG

A/c.

Date: 21/3/21

Paid to Capo

towards

Reqd Post payment information letter
CITY 317, 602, 515

Ruppes

One hundred five only

Paid by Cheque
Cash

Cheque No.

Dated

Drawn on Bank

Rs.

Ps

105

105-

Prepared by

Approved by

Receiver's Signature

भारतीय डाक



India Post

RN1438430321N IVR:8278143843032

RL SECUNDERABAD H.O <500003>

Counter No:3.11/03/2025.13:14

To:PRIYANKA MISHA..

FIN:500078, J.E.Nacharam S.O

From:MODI PROPERTIES..

Wt:20gms,REG=17.0

Amt:25.96,Tax:3.96,Amt.Paid:26.00(Cash)

Track on www.indiapost.gov.in

Dial 18002668868 <Wear mask> -Slowly

GHT-317



India Post

RN1438430291N IVR:8278143843029

RL SECUNDERABAD H.O <500003>

Counter No:3.11/03/2025.13:14

To:K SARADA X SAI CHARAN..

FIN:500078, J.E.Nacharam S.O

From:MODI PROPERTIES..

Wt:20gms,REG=17.0

Amt:25.96,Tax:3.96,Amt.Paid:26.00(Cash)

Track on www.indiapost.gov.in

Dial 18002668868 <Wear mask> -Slowly

GHT-602



India Post

RN1438431171N IVR:8278143843117

RL SECUNDERABAD H.O <500003>

Counter No:3.11/03/2025.13:14

To:VENKATA RAMANA MURTHY V..

FIN:500078, J.E.Nacharam S.O

From:MODI PROPERTIES..

Wt:20gms,REG=17.0

Amt:25.96,Tax:3.96,Amt.Paid:26.00(Cash)

Track on www.indiapost.gov.in

GHT-515