

Weekly - Petty cash /expense card statement.

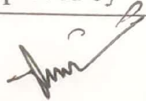
Name		M. Nagarajuna		Statement date	03/03/25	
Prepared by				Sign	<i>[Signature]</i>	
From period		15/02/25		To period	17/02/25	

Sl No	Debit to company	Debit to project	Description of expense	Amount	Bill enclosed	GST bill
1.)	Modi Realty	BRCV	paper inserts activity at	RS: 4000/-	Y N	Y N
2.)	Genome Valley Hq		Nizamabad on 16/02/25 to 17/02/25		Y N	Y N
3.)	"	"	Fuel charges to 4/ no	RS: 3040/-	Y N	Y N
4.)	"	"	Lodge Expenses @ Nizamabad	RS: 1680/-	Y N	Y N
5.)	"	"	Toll charges	RS: 550/-	Y N	Y N
6.)	"	"	Food Expenses	RS: 800/-	Y N	Y N
7.)	"	"				
8.)	"	"				
9.)	"	"				
10.)	Total			RS: 10,070/-		

Amount to be credited by	Transfer to Happy card, Other:	Transfer to expense card,	Cash reimbursement,	Transfer to personal a/c.
Approved by:	Div. Manager	Accountant	Accounts Manager	MD
Sign:	<i>[Signature]</i>			
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 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

APPROVED BY
25 MAR 2025
E. PRASAD
MANAGER PROMOTION

DEBIT VOUCHER			
Company/Firm	Modi Realty Genome Valley Up		
Project	BRCV		
Voucher No.			
Account head	Nagamalleswara		
Paid to	BRCV Paper inserts Activity 16/02/25		
Towards/description of work	BRCV promotion activity @ Nizamabad 10,000 @ 4000		
Location of work	Nizamabad		
Amount in Rs.	40000/-		
Amount in words	Four thousand only		
Mode of payment			
	Cheque/trf No.	Date	Bank
Prepared by	Approved by	Receivers Name	Receivers Signature
Nagaljona			

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DEBIT VOUCHER			
Company/Firm	Modi Realty Genome Valley Up		
Project	BRCV		
Voucher No.			
Account head	Nagarmallikthal		
Paid to	Lodge Expenses @ Nagamabad 15/02/25		
Towards/description of work	BRCV promotion activity		
Location of work	Nagamabad		
Amount in Rs.	1688/-		
Amount in words	one thousand six hundred & Eighty only		
Mode of payment			
	Cheque/trf No.	Date	Bank
Prepared by	Approved by	Receivers Name	Receivers Signature
Nagajana			

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MANAGER PROMOTION

Annapurna

LODGE

Station Road, NIZAMABAD - 503 001.

Cash Bill No.

2636

Date

15/02/25

Sri

MODI, PROPERTIES

Arrival Date

15/02/25

Time

7-40 pm

Room No.

204

Departure Date

16/02/25

Time

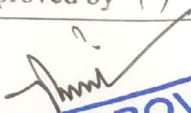
6-15 pm

PARTICULARS	Rs	Ps
LODGING CHARGES	1680	00
T.V. CHARGES		
LOCAL CALLS		
EXTRA PERSONS		
EXTRA CHARGES		
ADVANCE PAID		
TOTAL	1680	00
BALANCE		

Please for Ward Bill to:
Bill payable on Presentation

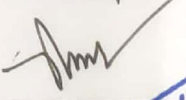
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25 MAR 2025
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For: Annapurna Lodge
Receptionist/Bill Clerk

DEBIT VOUCHER			
Company/Firm	Modi Realty Pune Valley Up		
Project	BRGV		
Voucher No.			
Account head	Nagarmalleshwar		
Paid to	Fuel charges		
Towards/description of work	BRGV promotion activity @ ^{16/02/25} Nizambad		
Location of work	Nizambad		
Amount in Rs.	3040/-		
Amount in words	Three thousand forty only		
Mode of payment			
	Cheque/trf No.	Date	Bank
Prepared by	Approved by	Receivers Name	Receivers Signature
Nagarpuna			

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DEBIT VOUCHER			
Company/Firm	Modi Realty Gurgaon Valley Cp		
Project	BRCV		
Voucher No.			
Account head	Nagameshwar		
Paid to	Toll charges		
Towards/description of work	BRCV Promoter activity on 16/2/25		
Location of work	Nizamabad		
Amount in Rs.	550/-		
Amount in words	Five hundred & fifty only		
Mode of payment			
	Cheque/trf No.	Date	Bank
Prepared by	Approved by	Receivers Name	Receivers Signature
Nagameshwar			

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FASTag security balance ₹200 ⓘ

Outstanding amount ₹0

 Buy a new FASTag
Amazing offers on Bajaj Pay FASTag >

Recent Toll Transactions

Toll fare deductions may take place within 3 days after your toll passage.

[Download Statement](#)

 Manoharabad -₹90.00 ↗
TS10FB8178 17 Feb 2025, 08:31 PM

 Bhiknoor Toll Plaza -₹95.00 ↗
TS10FB8178 17 Feb 2025, 07:51 PM

 Indalwai -₹90.00 ↗
TS10FB8178 17 Feb 2025, 07:09 PM

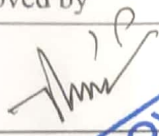
 Indalwai -₹90.00 ↗
TS10FB8178 15 Feb 2025, 10:45 PM

 Bhiknoor Toll Plaza -₹95.00 ↗
TS10FB8178 15 Feb 2025, 10:09 PM

 Manoharabad -₹90.00 ↗
TS10FB8178 15 Feb 2025, 09:28 PM

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DEBIT VOUCHER			
Company/Firm	Modi Realty Renowne Valley Gp		
Project	BRCV		
Voucher No.			
Account head	Nagannalleshwar		
Paid to	Food Superses - nagajima - 2 days		
Towards/description of work	BRCV promotion cost by at Nagannalleshwar		
Location of work	Nagannalleshwar		
Amount in Rs.	800/-		
Amount in words	Eight hundred Superses only		
Mode of payment			
	Cheque/trf No.	Date	Bank
Prepared by	Approved by	Receivers Name	Receivers Signature
Nagajima			

APPROVED BY
25 MAR 2025
E. PRASAD
MANAGER PROMOTION

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