

Weekly - Petty cash /expense card statement.

Name		D. Shree Shewar		Statement date		22/03/28	
Prepared by		D. Shree Shewar		Sign		[Signature]	
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	food Allowance Y. Somanna 18/3/28	275	☒ ON	☒ ON
2.	MH SVC	MH SVC	food Allowance Y. Somanna 01/03/28	275	☒ ON	☒ ON
3.	MH SVC	MH SVC	SRB mansonah EN BER POTES 9758	300	☒ ON	☒ ON
4.	MH SVC	MH SVC	FASTAG Recharge SUCCESSFUL 18/03/28	500	☒ ON	☒ ON
5.	MH SVC	MH SVC	FASTAG Recharge SUCCESSFUL 01/03/28	500	☒ ON	☒ ON
6.	MH SVC	MH SVC 2	FASTAG Recharge SUCCESSFUL 24/2/28	200	☒ ON	☒ ON
7.					☐ ON	☐ ON
8.	AMTZ	AMTZ	RAPIDO charges (Prashant)	302	☒ ON	☒ ON
9.	AMTZ 801/4554		food Allowance S. Souk Hong	800	☐ ON	☐ ON
10.			Transportation charges S. Souk	551	☐ ON	☐ ON
11.	Total			3703		

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:	[Signature]			
Date:	27 MAR 2025			

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

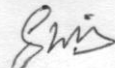
DEBIT VOUCHER

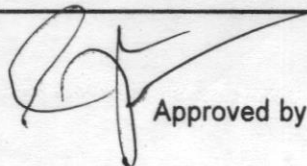
AMT 2

Voucher No. _____

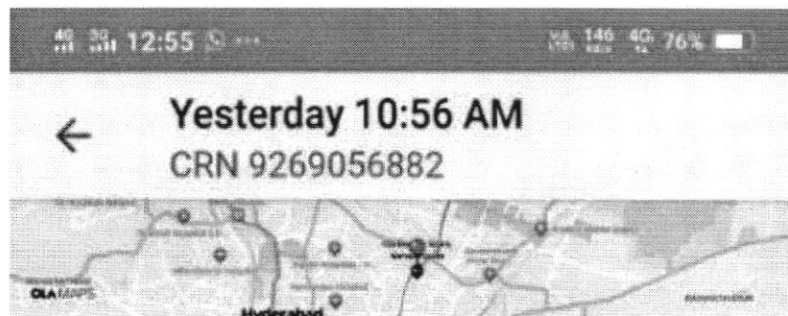
A/c. _____ Date : 26/03/28

Paid to	RAPIDO charges			Rs.	Ps.	
towards	RAPIDO charges from UP & Down			151	00	
	chrg for (prossion) H.O. 25/03/28			151	00	
Rupees	Three Hundred and Two Rupees Only					
Paid by	Cheque ☒ Cash ☐	Cheque No. 	Dated 	Drawn on Bank 	302	00

Prepared by 

Approved by 

Receiver's Signature



Syed Ghouse

White Dzire Tour • ★ 4.9

Completed

You rated



₹ 151

- 10:58 AM • Soham Mansion, Mahatma Gandhi Rd Karbala Maidan Rani Gunj Hy...
- 11:15 AM • 3-4-706/1, Narayanguda Rd, Hari Vihar Colony, Bhawani Naga...

Bill Details

Your Trip ₹ 150.64

Rounded Off ₹ 0.37

Total Bill ₹ 151
Includes ₹7.17 Taxes

Total Payable ₹ 151





Yesterday 12:41 PM

CRN 9269295007



JAGADEESH SANKA

White Zest • ★ 4.9

Completed

You rated



₹ 151

- 12:49 PM • 9FWR+VPQ, Hari Vihar Colony,
Bhawani Nagar, Narayanguda, Hy...
- 01:05 PM • Seven Hills Xerox Center,
5-4-187/3, Modi Complex, Karba...

Bill Details

Your Trip ₹ 150.64

Rounded Off ₹ 0.37

Total Bill ₹ 151
Includes ₹7.17 Taxes

Total Payable ₹ 151



APPROVED BY
25 MAR 2025
S. SUND KUMAR
Project Manager (O.C)

DEBIT VOUCHER		
Company/Firm	AMT2 vizag.	
Project	AMS- 801 & 4584	
Voucher No.		
Account head		
Paid to	Food Allowance.	
Towards/description of work	towards Food Allowance of AMT2 site	
Location of work	for AC-Inspection purpose.	
Amount in Rs.	800/-	
Amount in words	Eight hundred Rupees only.	
Mode of payment		
Cheque/trf No.	Date	Bank
Approved by	Receivers Name	Receivers Signature
S. Sund Kumar		

DEBIT VOUCHER			
Company/Firm	AMT 2 (Vizag)		
Project	AMS - 801 \$ 4554		
Voucher No.			
Account head			
Paid to	Transport Allowance.		
Towards/description of work	Towards transport allowance from Home to Station, Station to Room, Room to Station & Station to Home.		
Location of work			
Amount in Rs.	551/-		
Amount in words	Five hundred and fifty one only.		
Mode of payment			
	Cheque/trf No.	Date	Bank
Prepared by	Approved by	Receivers Name	Receivers Signature
S. Sunil Kumar			

APPROVED BY
 25 MAR 2025
 S. SUNIL KUMAR
 Asst Project Manager (Q.C)

APPROVED BY

21841W

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Date: 21/3/25

Prepared by

CS

21 MAR 2011

Approved by:

MANAGER PROJ. ASNT

Receiver's Signature

SS

DEBIT VOUCHER

M148VC

Voucher No. _____

A/c. _____

Date: 21/3/25

Pa.	Rs.	275	/	275	275
Paid to	y. Somanna	towards	Food Allowance sent to A/c	with Purchase Machine	on 11/3/25
Rupees	Two hundred & seventy five only	Cheque No.	Dated	Drawn on Bank	Paid by
Cheque	Cash	APPROVED	MINISH PARIKH	MANAGER PROUT. ACNT	21 MAR 2025

Prepared by 

Receiver's Signature



21 MAR 2025
Approved by
MINISH PARIKH
MANAGER PROUT. ACNT

DEBIT VOUCHER

M.I. SVC

Voucher No. _____

A/c. _____ Date: 21/3/25

Paid to <u>Sri Manjunath Enterprises</u>			Rs.	Ps.
towards <u>Purchase of Servo engine oil</u>			300	00
<u>for ISLOVA 9758</u>				
Rupees <u>Three hundred only</u>				
Paid by <u>Cheque</u>	Cheque No. <u>1</u>	Dated	Drawn on Bank	
<u>Cash</u>	APPROVED			300 00

SW
Prepared by

21 MAR 2025
Approved by
MINISTER
MANAGER PRO... ENT

Receiver's Signature JS

MH SVC.

DEBIT VOUCHER

Voucher No. _____

A/c. _____ Date: 21/3/25

Paid to <u>Fortage Recharge Successful.</u>				Rs.	Ps.
towards <u>Recharge at Fortage TS/06A9758</u>				200	00
<u>Gandipet Dt. 21/2/25</u>				/	
Rupees <u>Two hundred only.</u>					
Paid by <u>Cheque</u>	Cheque No.	Dated	Drawn on Bank	200	00
Cash ✓					

APPROVED

Go
Prepared by

21 MAR 2025
Approved by
MINISH PARIKH
MANAGER PROCL. MENT

Receiver's Signature

PS

4:01

5G 82%



Transaction Successful

03:59 PM on 24 Feb 2025

Paid to



YELLAMLA

₹200



Transfer Details



Transaction ID

T2502241559125668287701



Debited from



XXXXX5894

₹200

UTR: 558006675617



Send Again View History Split Expense Share Receipt



Contact PhonePe Support



Powered by

UPI YES BANK



DEBIT VOUCHER

MA 8 VC

Voucher No. _____

Ac. _____

Date: 21/3/25

Paid to	Fastag Recharge Successful		
Towards	Recharge of Fastag 151004978		
Rupees	Rs. 1812/25		
	Went to Agh with purchase machine		
	Five hundred only		
	Cheque No.	Dated	Drawn on Bank
Paid by	Cheque	Cash	
	500	500	500

Prepared by

21 MAR 2025
Approved by
MINISH PARIKH
MANAGER PRO. & ASST

Receiver's Signature

AS

10:16

Volte 5G 59%



FASTag Recharge successful

11:33 AM on 18 Mar 2025

FASTag Recharge for



Bajaj Pay FASTag

₹500

ts10ua9758



Bill Details



Payment details



Transaction ID

NX25031811333387896863681



BBPS Transaction ID

PP015077BX0LL0W44481



Debited from



XXXXXX5894

₹500

UTR: 901017103267



View History



Split Expense



Share Receipt



Contact PhonePe Support



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UPI YES BANK



DEBIT VOUCHER

MHSVC

Voucher No. _____

A/c. _____

Date: 21/3/25

Paid to	Fastag Recharge. Successful	Rs.	500
Towards	Recharge at Fastag TISLOW 9758		
	Went to AGH with purchase machine		
	At 11/3/25		
Rupees	five hundred only		
Paid by	Cheque		
	Cash		
Cheque No.			
Dated			
Drawn on Bank			
		500	

Prepared by 

21 MAR 2025
Approved by
MINISH PARIKH
MANAGER PRO. ACNT

Receiver's Signature



**FASTag Recharge successful**

12:47 PM on 01 Mar 2025

FASTag Recharge for**Bajaj Finance Limited Fastag ₹500**

ts10ua9758



Bill Details



Payment details



Transaction ID

NX25030112470612077850961



BBPS Transaction ID

PP015060BX3GA0ZIN924



Debited from



XXXXXX5894

₹500

UTR: 478014189464



View History



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UPI YES BANK



