

Weekly - Petty cash /expense card statement.

Name		D. Shweta Shrivastava		Statement date		04/04/25	
Prepared by		D. Shweta Shrivastava		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	SRI AKSHAYA filling station	1550	☒ ON	☒ ON
2.	MH SVC	MH SVC	Road TAX PAYMENT 3122	1065	☒ ON	☒ ON
3.	MH SVC	MH SVC	Road TAX PAYMENT 5649	1065	☒ ON	☒ ON
4.	MH SVC	MH SVC	Road TAX PAYMENT 9758	1735	☒ ON	☒ ON
5.	MH SVC	MH SVC	Road TAX PAYMENT 3123	1065	☒ ON	☒ ON
6.	MH SVC	MH SVC	Road TAX PAYMENT 8387	1735	☒ ON	☒ ON
7.	MH SVC	MH SVC	Road TAX PAYMENT 9759	7245	☒ ON	☒ ON
8.	MH SVC	MH SVC	Road TAX PAYMENT 3044	11135	☐ ON	☐ ON
9.					☐ ON	☐ ON
10.					☐ ON	☐ ON
11.	Total					

Amount to be credited by ☐ Transfer to expense card, ☐ Cash reimbursement, ☐ Transfer to personal a/c. ☐ Other:

Approved by:	Div. Manager 04 APR 2025 G. JAI KUMAR AGM-HR & Admin	Accountant	Accounts Manager	MD
Sign:				
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

DEBIT VOUCHER

MH Svc

Voucher No. _____

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

Paid to <u>SOL ARBHYA FILLING STATION</u>				Rs.	Ps.	
towards <u>PURCHASING OF A/D BLUE OIL</u>				1550	00	
<u>for Dues 22/03/28 DUE:- TS10UD 3044</u>				}		
Rupees <u>one thousand five hundred</u>						
<u>fifty rupees only</u>						
Paid by	<u>Cheque</u> ✓	Cheque No.	Dated	Drawn on Bank	1550	00
	Cash					

Prepared by

Smis

Approved by

Cg

Receiver's Signature

--

GSTIN : 36AECPJ9301D1ZX

Ph: 98490 72828

SRI AKSHYA FILLING STATION

BPCL DEALER

Bharath Petroleum Dealers, Sy. No. 226 (Part),
Phase-II, IDA-Cherlapally, Ghatkesar Mdl.,

Medchal Dist-500051

Bill No.

Date

Vehicle No.

Ltr.	Particulars	Rate	Amount	
			Rs.	Ps.
	Petrol	1550/-	1550	
	Diesel	2200/-		
	Oil ✓			
	A/Oil			
TOTAL			1550	



Signature

Saini

DEBIT VOUCHER

MHSVC

Voucher No. _____

A/c. _____ Date : 02/04/24

Paid to <u>GOVERNMENT OF TELANGANA</u>				Rs.	Ps.
towards <u>ROAD TAX PAYMENT OF ZERO</u>				<u>1015</u>	<u>00</u>
<u>Vehicle No TS10UB 3122</u>				<u>50</u>	<u>00</u>
				<u>7</u>	
Rupees <u>one thousand six hundred only</u>					
Paid by <u>Cheque</u>	Cheque No.	Dated	Drawn on Bank		
<u>Cash</u> ✓				<u>1065</u>	<u>00</u>

Prepared by

Shis

Approved by

[Signature]

Receiver's Signature

GOVERNMENT OF TELANGANA

Pay Mode: 31 CASH 6669

Consumer Number?

TS10UB3122

Consumer Name:

MODI HOUSING PRIVATE LIMITED

Transaction Id:

31PRD0001244850

Transaction Date:

02-04-2025 15:45

Arrears:

0.0

Arrears Penalty:

0.0

Tax:

930.0

Penalty:

0.0

Login Id:

TSGOPR0611

Department Service

Charges:

50.0

User Charges:

35.0

Total Amount:

1015.00

Service Name:

RTA VEHICLE TAX COLLECTION/ Tax Valid Upto 2025-06-30 00:00:00.0 (QLY)

Amount in Words:

One Thousand Fifteen Only

Registration Number under Motor Transport Workers Act: NOT APPLICABLE License Number under Section

4 & 5 and under Rule 13(A) of TSMVT Act & Rules (Token No):TG010/4335/2025

The Transaction Id Should be Kept For Further Correspondence.

Staff code / Shift / Counter

Signature

All of our customers

are

partners in

our

"MISSION"

ESD

mee seva

easier & faster
in service

DEBIT VOUCHER

MH SVC

Voucher No. _____

A/c. _____ Date : 02/04/28

Paid to <u>GOVERNMENT OF TELANGANA</u>				Rs.	Ps.	
towards <u>ROAD TAX PAYMENT AT SCRTD</u>				1015	00	
<u>Vehicle No TS 10 UB 5649</u>				50	00	
				}		
Rupees <u>one thousand sixty five only</u>						
Paid by	<u>Cheque</u> Cash ☒	Cheque No.	Dated	Drawn on Bank	1065	00

Shim
Prepared by

Approved by

Receiver's Signature

Prepared by

Approved by

Receiver's Signature



2008

Paid by	☒ Cash ☐ Cheque	Cheque No.	Dated	☐ Drawn on Bank ☐	1002 10
Amount of Rs. 2000/- (Two thousand only)					
For Rs. 2000/- (Two thousand only)					
Paid to Rs. 2000/- (Two thousand only)					
Rs. 2000/- (Two thousand only)					

At

Date

28/10/80

Voucher No.

DEBIT VOUCHER

W.H. 315

GOVERNMENT OF TELANGANA

మంత్రి

Pay Mode:

31 CASH 70

Consumer Number

TS10UB5649

Consumer Name:

MODI HOUSING PRIVATE LIMITED

Transaction Id:

31PRD0001244853

Transaction Date: 02-04-2025 15:46

Arrears:

0.0

Arrears Penalty: 0.0

Tax:

930.0

Penalty: 0.0

Login Id:

TSGOPR0611

Department Service

Charges: 50.0

User Charges:

35.0

Total Amount: 1015.00

Service Name:

RTA VEHICLE TAX COLLECTION/ Tax Valid Upto 2025-06-30 00:00:00.0 (QLY)

Amount in Words:

One Thousand Fifteen Only

Registration Number under Motor Transport Workers Act: NOT APPLICABLE License Number under Section

All of our customers

are

partners in

our

MISSION

ESD

DEBIT VOUCHER

MH SVC

Voucher No. _____

A/c. _____ Date : 02/04/20

Paid to	GOVERNMENT OF TELANGANA			Rs.	Ps.
towards	ROAD TAX PAYMENT OF Mandala			1685	00
	TAX return :- TS10UA9758			50	00
Rupees	one thousand seven hundred				
	Twenty five only				
Paid by	Cheque ☒	Cheque No.	Dated	Drawn on Bank	
	Cash ☐				
					1735 00

Prepared by Sris

Approved by [Signature]

Receiver's Signature

2024

DEBIT VOUCHER

Date: 20/10/2024 No: 100

On Particular

29	28	Particulars			of Date
51	28	BANK OF INDIA			2000
20	20	SBI			1000
Total					
2000					

Drawn on Bank

Date

Charged to

Credit to

Signature

Receiver's Signature

Approved by

Approved by

For more contact : ESD OFFICE BANJARA HILLS

GOVERNMENT OF TELANGANA

*All of our customers
are
partners in
our*

"MISSION"

ESD

Consumer Number:

Consumer Name:

Transaction Id:

Arrears:

Tax:

Login Id:

User Charges:

Service Name:

Amount in Words:

TS10UA9758

SOHAM MODI HUF

31PRD0001244858

0.0

1600.0

TSGOPR0611

35.0

RTA VEHICLE TAX COLLECTION/ Tax Valid Upto 2025-06-30 00:00:00.0 (QLY)

One Thousand Six Hundred Eighty Five Only



Pay Mode:

316673

Transaction Date: 02-04-2025 15:48

Arrears Penalty: 0.0

Penalty: 0.0

Department Service

Charges: 50.0

Total Amount: 1685.00

Registration Number under Motor Transport Workers Act: NOT APPLICABLE License Number under Section

4 & 5 under Rule 13(A) of TSMVT Act & Rules (Token No): TG010/4339/2025

DEBIT VOUCHER

MH-SVC

Voucher No. _____

A/c. _____ Date : 02/04/25

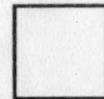
Paid to <u>GOVERNMENT OF TELANGANA</u>				Rs.	Ps.
towards <u>ROAD TAX PAYMENT OF SECTO</u>				1015	00
<u>VEHICLE :- TS10BD 3123</u>				50	00
				}	
Rupees <u>one thousand six hundred only</u>					
Paid by <u>Cheque</u> ✓	Cheque No.	Dated	Drawn on Bank	1065	00
Cash					

Prepared by Shi

Pri

Approved by

Receiver's Signature



GOVERNMENT OF TELANGANA



Pay Mode: 31 PRD0001244849

All of our customers
are
partners in
our

"MISSION"

ESD
mee seva
easier & faster
in service

Consumer Number:

TS10UB3123

Consumer Name:

MODI HOUSING PRIVATE LIMITED

Transaction Id:

31PRD0001244849

Transaction Date: 02-04-2025 15:43

Arrears:

0.0

Arrears Penalty: 0.0

Tax:

930.0

Penalty: 0.0

Login Id:

TSGOPR0611

Department Service
Charges: 50.0

User Charges:

35.0

Total Amount: 1015.00

Service Name:

RTA VEHICLE TAX COLLECTION/ Tax Valid Upto 2025-06-30 00:00:00.0 (QLY)

Amount in Words:

One Thousand Fifteen Only

Registration Number under Motor Transport Workers Act: NOT APPLICABLE License Number under Section 4 & 5 and under Rule 13(A) of TSMVT Act & Rules (Token No):TG010/4330/2025

The Transaction Id Should be Kept For Further Correspondence.

Staff code / Shift / Counter

Signature

DEBIT VOUCHER

MHSVC

Voucher No. _____

A/c. _____ Date : 02/04/2X

Paid to <u>GOVERNMENT OF TELANGANA</u>				Rs.	Ps.
towards <u>ROAD TAX PAYMENT OF ZERO</u>				1685 50	00
<u>Vehicle :- TS 10 UB 8387</u>					
Rupees <u>one thousand seven hundred</u>					
<u>thirty five only</u>					
Paid by	<u>Cheque</u> Cash ☒	Cheque No.	Dated	Drawn on Bank	
					1735 00

Prepared by SMS

Approved by [Signature]

Receiver's Signature

All of our customers
are
partners in
our

"MISSION"

ESD
mee seva
easier & faster
in service



GOVERNMENT OF TELANGANA



Consumer Number:

TS10UB8387

Pay Mode:

31 CAS 674

Consumer Name:

MODI HOUSING PRIVATE LIMITED

Transaction Id:

31PRD0001244859

Transaction Date:

02-04-2025 15:52

Arrears:

0.0

Arrears Penalty:

0.0

Tax:

1600.0

Penalty:

0.0

Login Id:

TSGOPR0611

Department Service

Charges:

50.0

User Charges:

35.0

Total Amount:

1685.00

Service Name:

RTA VEHICLE TAX COLLECTION/ Tax Valid Upto 2025-06-30 00:00:00.0 (QLY)

Amount in Words:

One Thousand Six Hundred Eighty Five Only

Registration Number under Motor Transport Workers Act: NOT APPLICABLE License Number under Section 4 & 5 and under Rule 13(A) of TSMVT Act & Rules (Token No):TG010/4340/2025

The Transaction Id Should be Kept For Further Correspondence.

Staff code / Shift / Counter

Signature

MHSVC

DEBIT VOUCHER

Voucher No. _____

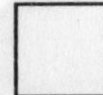
A/c. _____ Date : 02/04/26

Paid to GOVERNMENT OF TELANGANA				Rs.	Ps.
towards Road TAX PAYMENT OF TATA				7195	00
Winger Vehicle :- TS10 UA 9759				50	00
				}	
Rupees Seven thousand Two Hundred					
forty five only					
Paid by	Cheque	Cheque No.	Dated	Drawn on Bank	
	Cash ✓				7245 00

Sm
Prepared by

Pr
Approved by

Receiver's Signature



GOVERNMENT OF TELANGANA

మీ సేవ

All of our customers

are

partners in

our

MISSION

ESD
mee seva

easier & faster
in service

Consumer Number

Consumer Name:

Transaction Id:

Arrears:

Tax:

Login Id:

User Charges:

Service Name:

Amount in Words:

Registration Number under Motor Transport Workers Act: NOT APPLICABLE License Number under Section 4 & 5 and under Rule 13(A) of TSMVT Act & Rules (Token No):TG010/4338/2025

The Transaction Id Should be Kept For Further Correspondence.

TS10UA9759

MODI HOUSING PRIVATE LIMITED

31PRD0001244857

0.0

7110.0

TSGOPR0611

35.0

RTA VEHICLE TAX COLLECTION/ Tax Valid Upto 2025-06-30 00:00:00.0 (QLY)

Seven Thousand One Hundred Ninety Five Only

Pay Mode:

316872

Transaction Date: 02-04-2025 15:48

Arrears Penalty: 0.0

Penalty: 0.0

Department Service

Charges: 50.0

Total Amount: 7195.00

Staff code / Shift / Counter

Signature

DEBIT VOUCHER

MHSVC

Voucher No. _____

A/c. _____ Date : 02/04/28

Paid to <u>GOVERNMENT OF TELANGANA</u>				Rs.	Ps.
towards <u>ROAD TAX PAYMENT OF BUS</u>				11085	00
<u>VEHICLE NO TS 10UD 3044</u>				50	00
				}	
Rupees <u>ELEVEN thousand one hundred</u>					
<u>thirty five only</u>					
Paid by <u>Cheque</u>	Cheque No.	Dated	Drawn on Bank		
<u>Cash</u> ✓				11135	00

Prepared by SMB

Approved by [Signature]

Receiver's Signature

GOVERNMENT OF TELANGANA



All of our customers

are

partners in

our

"MISSION"

ESD
mee seva

easier & faster
in service

Consumer Number

Consumer Name

Transaction Id :

Arrears :

Tax :

Login Id :

User Charges :

Service Name:

Amount in Words:

Registration Number under Motor Transport Workers Act: NOT APPLICABLE License Number under Section 4 & 5 and under Rule 13(A) of TSMVT Act & Rules (Token No):TG010/4337/2025

The Transaction Id Should be Kept For Further Correspondence.

TS10UD3044

MODI HOUSING PRIVATE LIMITED

31PRD0001244855

0.0

11000.0

TSGOPR0611

35.0

RTA VEHICLE TAX COLLECTION/ Tax Valid Upto 2025-06-30 00:00:00.0 (QLY)

Eleven Thousand Eighty Five Only

Pay Mode :

31 c 6671

Transaction Date : 02-04-2025 15:47

Arrears Penalty : 0.0

Penalty : 0.0

Department Service

Charges : 50.0

Total Amount : 11085.00

Staff code / Shift / Counter

Signature