

Weekly - Petty cash /expense card statement.

Name		D. Swine Shewar		Statement date		17/04/25	
Prepared by		D. Swine Shewar		Sign		[Signature]	
From period				To period			

Sl No	Debit to company	Debit to project	Description of expense	Amount	Bill enclosed	GST bill
1.	M P P L	M P P L	RAPIDO Charge ^{marked} Pno: 280	100	OY ON	OY ON
2.	M P P L	M P P L	RAPIDO Charge ^{Pno: 280} LOCCI TYRE Puncer Shop	300	OY ON	OY ON
3.	M P P L	M P P L	Post man Given Docum ^{M.D. Sir}	1621	OY ON	OY ON
4.	M P P L	M P P L	V.I. Phone Bill Payer ⁹³⁹¹³⁴⁰⁹⁷	536	OY ON	OY ON
5.	M P P L	M P P L	V.I. Phone Bill Payer ⁹²⁴⁶⁸⁷⁶⁶⁶⁷	654	OY ON	OY ON
6.	M P P L	M P P L	RAPIDO Charge	430	OY ON	OY ON
7.	M H P L	M H P L	LOCCI TYRE Puncer Shop	200	OY ON	OY ON
8.	M P P L	M P P L	V.I.		OY ON	OY ON
9.	TEZAL	MADAM	POST man Pno: 280	500	OY ON	OY ON
10.	TEZAL	MADAM	Police Verification officer	1000	OY ON	OY ON
11.	Total			5361/-		

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:	17 APR 2025			

G. JAI KUMAR
AGM HR & Admin

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

MAPL

Voucher No. _____

A/c. _____ Date : 12/04/28

Paid to <u>RAPIDO</u>				Rs.	Ps.	
towards <u>RAPIDO</u> <u>Cherres</u> <u>from</u> <u>pro. 280</u>				100	00	
<u>to</u> <u>Five</u> <u>House</u> <u>LAND</u> <u>core</u> <u>CAR</u>				}		
<u>Dropping</u>						
Rupees <u>one</u> <u>Hundred</u> <u>and</u> <u>00</u> <u>only</u>						
Paid by	<u>Cheque</u> <u>Cash</u> ✓	Cheque No. 	Dated 	Drawn on Bank 	100	00

Prepared by

Approved by

Receiver's Signature

2022

Prepared by

Approved by

Receiver's Signature



Paid by	Cash				100	00
	Check	Check No.	Dated	Drawn on Bank		
Business						
Description						
To						
Amount						
Paid to						
100						00

Via

Date: 12/01/58

Voucher No.

DEBIT VOUCHER

100

DEBIT VOUCHER

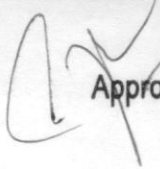
M P M

Voucher No. _____

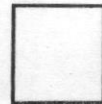
A/c. _____ Date : 08/04/20

Paid to				Rs.	Ps.
RAPIDO					
towards RAPIDO Charge from 1 to 10				130	00
Pro: 280 Dolom Bole				170	00
				300	
Rupees Three Hundred Rupees only					
Paid by	Cheque No.	Dated	Drawn on Bank	300	
Cash ✓				300	00

Prepared by 

Approved by 

Receiver's Signature



Prepared by

Approved by

Receiver's Signature



Paid by	Cash	Cheque No.	Dated	Drawn on Bank	Rs.	Paise
					200	00
					200	00
					150	00
					150	00
					Rs.	Paise

No.

Date

Voucher No.

DEBIT VOUCHER

11/11/15

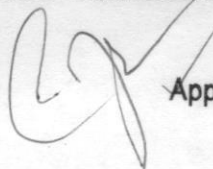
DEBIT VOUCHER

MPPL

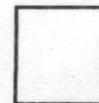
Voucher No. _____

A/c. _____ Date : 09/04/28

Paid to	Post man			Rs.	Ps.
towards	Post man Take Document chro			1571	00
	B No: 280. M.D. Sir			50	00
				2	
Rupees	one thousand Six Hundred				
	Twenty one only				
Paid by	Cheque	Cheque No.	Dated	Drawn on Bank	
	Cash ✓				1621 00

Prepared by Approved by 

Receiver's Signature



Debited by

10/10/52

Debited by

[Signature]

Receiver's signature

[Signature]

Paid by	Credit Number	Credit No.	Date	Drawn on Bank	1951	10
<i>James W. Smith</i>					<i>[Large S mark]</i>	
<i>James W. Smith</i>						
<i>James W. Smith</i>						
<i>James W. Smith</i>					<i>20</i>	<i>00</i>
<i>James W. Smith</i>					<i>12.91</i>	<i>00</i>
<i>James W. Smith</i>					<i>12.91</i>	<i>00</i>

W.C.

Date

10/10/52

Account No.

DEBIT VOUCHER

10035

DEBIT VOUCHER

MPPR

Voucher No. _____

A/c. _____ Date : 08/04/28

Paid to	NJ Phone			Rs.	Ps.	
towards	BIN PAYMENT A M.A. STA 705			536	00	
	number 9391340973			}		
Rupees	five Hundred Thirty six only					
Paid by	<u>Cheque</u> ✓ Cash	Cheque No. 	Dated 	Drawn on Bank 	536	00

Prepared by Shiva

Approved by [Signature]

Receiver's Signature

Prepared by

[Signature]

Approved by

[Signature]

Receiver's Signature



Paid by	Cash				230	10
	Cheque				<i>[Large handwritten 'S' mark]</i>	
		Cheque No.	Dated	Drawn on Bank		
Notes	<i>[Handwritten: 1000/- 1000/- 1000/- 1000/-]</i>					
Amount	<i>[Handwritten: 4000/-]</i>					
Amount	<i>[Handwritten: 1000/- 1000/- 1000/- 1000/-]</i>				230	10
Paid to	<i>[Handwritten: 1000/-]</i>				Rs	Paise

No

Date

[Handwritten: 08/11/30]

Voucher No

DEBIT VOUCHER

[Handwritten: 4000/-]



Bill Payment Successful

04:34 PM on 08 Apr 2025

Mobile bill paid



Vi Postpaid

9391340973

₹535.18



Bill Details



Bill Date

:

01-Apr-2025



Payment details



Bill Amount

₹532.18

Platform fee(inclusive of
GST)

+ ₹3

Total Amount

₹535.18

Transaction ID

NX25040816342225516302401

Bharat Connect Transaction ID

PP015098BX2AK1A1E140



Debited from

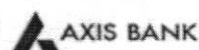
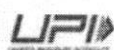


XXXXXX1800025272

₹535.18

UTR: 453594630213

Powered by



DEBIT VOUCHER

MPR

Voucher No. _____

A/c. _____ Date : 17/04/25

Paid to Vi Post Paid				Rs.	Ps.
towards Vi Post Paid Bhanu Prasad R				654	00
9246876667 TECS MANDAM				}	
Rupees Six Hundred fifty four only					
Paid by	Cheque	Cheque No.	Dated	Drawn on Bank	
	Cash ✓	APPROVED BY			654 00

Prepared by

17 APR 2025

G. JAI KUMAR
AGM-HR & Admin

Approved by

Receiver's Signature

Employed by

VCW-HB-2000000
0 10 10 10 10

Employed by

Receiver's signature



13 APR 2002

Paid by	Cash/ Cheque	DEBITED BY			PRN PRN	00 00
		Cheque No.	Dated	Drawn on Bank		
For	3/1 1000000 1000 1000 1000					
to	2000 1000 1000 1000 1000					
Paid to	1/ 1000000 1000 1000 1000					

No.

Date: 13/04/02

Voucher No.

DEBIT VOUCHER

1000000

**Bill Payment Successful**

11:04 AM on 17 Apr 2025

Mobile bill paid**Vi Postpaid****₹653.18**

9246876667



Bill Details



Payment details



Bill Amount

₹650.18

Platform fee(inclusive of
GST)

+ ₹3

Total Amount**₹653.18**

Transaction ID

NX25041711035553579153091



Bharat Connect Transaction ID

PP015107BX2DT0UQQ397



Debited from



XXXXXX5850

₹653.18

UTR: 847953742541

View
HistoryView
ReceiptSplit
ExpenseShare
Receipt

DEBIT VOUCHER

mp BCC

Voucher No. _____

A/c. _____ Date: 17/10/28

Paid to <u>RAPIDO</u>				Rs.	Ps.	
towards <u>RAPIDO Charge from Ho to</u>				<u>160</u>	<u>00</u>	
<u>pro 280 11/11/28</u>				<u>290</u>	<u>00</u>	
Rupees <u>four hundred forty rupees only</u>						
Paid by	<u>Cheque</u> Cash ✓	Cheque No.	Dated	Drawn on Bank	<u>480</u>	<u>00</u>

Prepared by Shio

Approved by

Receiver's Signature

Prepared by

[Signature]

Approved by

[Signature]

Receiver's signature

[Signature]

Paid by	Cash	Schedule no.	Dated	Drawn on Bank	500	10
	Cheque					
Business					500	10
To the account of						
for						
by						
on						
Amount	500				500	10
Paid to	500				500	10

No.

Date

Account no.

DEBIT VOUCHER

[Signature]

DEBIT VOUCHER

~~MAPP~~
MIA PL

Voucher No. _____

A/c. _____ Date : 12/04/28

Paid to <u>LOLA TYPE SHOP</u>				Rs.	Ps.
towards <u>TYPE PUNCH AT MIG. ROAD</u>				200	00
<u>on 10/04/28 TS 10 f E 7953</u>					
Rupees <u>TWO HUNDRED AND ONLY</u>					
Paid by	<u>Cheque</u> Cash ✓	Cheque No.	Dated	Drawn on Bank	
					200 00

Prepared by

Approved by

Receiver's Signature



Prepared by

Approved by

Receiver's signature

[Signature]

Paid by	Cash				3000	00
	Cheque	Cheque No.	Dated	Drawn on Bank		
Purpose					<i>[Large S-shaped mark]</i>	
Amount					8000	00
Paid to					Rs.	ps.

Via

Date

Voucher No.

DEBIT VOUCHER

[Handwritten marks]

DEBIT VOUCHER

~~MPP~~
~~SE~~
TISAC MADAM

Voucher No. _____

A/c. _____ Date : 17/01/28

Paid to	POST man			Rs.	Ps.	
towards	POST man AT TUBILE Hing			500	00	
	PASS POST Demand AT PNO: 280 SIK			2		
Rupees	five hundred rupees only					
Paid by	Cheque Cash ✓	Cheque No. 	Dated 	Drawn on Bank 	500	00

Prepared by 

Approved by 

Receiver's Signature

DEBIT VOUCHER

Voucher No. _____

Acc. _____

Date _____

17/04/2018

Rs.	Paid to	Paid to			
		forwards			
		Paid to			
		Paid to			
		Paid to			
Rupees	for	for			
		for			
		for			
		for			
		for			
Paid by	Cheque No.	Dated	Drawn on Bank	Rs.	Paid by

Receiver's Signature

Approved by

Prepared by

DEBIT VOUCHER

~~APPA~~
TESAL MADAM

Voucher No. _____

A/c. _____ Date : 16/04/28

Paid to	<u>Police</u>			Rs.	Ps.	
towards	<u>Police verification of TEsal</u>			<u>1000</u>	<u>00</u>	
	<u>MOD 2 Madam Pass Port.</u>					
Rupees	<u>one thousand rupees only</u>					
Paid by	<u>Cheque</u> Cash ☒	Cheque No. 	Dated 	Drawn on Bank 	<u>1000</u>	<u>00</u>

Prepared by

Approved by

Receiver's Signature

DEBIT VOUCHER