Weekly - Petty cash /expense card statement.

Name	G.Rajesh	Statement date	17-04-2025
Prepared by	G.Rajesh	Sign	
From period	11.04.2025	To period	17.04.2025

SI.No	Debit	Debit to project	Description of expense	Amount	Bill enclosed	GST bill
1.	MPWA	MPWA	Towards swimming pool cleaning work purpose	696/-	Y N	Y N
2.	MPWA	MPWA	Towards petrol for generator work purpose	2000/-	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			2696 /-		

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

Approved by:	Div. Manager	Accountant	Accounts Manager	MD
Sign:				
Date:		Towards North -west bore pump pulling work purpose		

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 receipted 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. M33 s approval is required for expenses of over 10,000/- per week

DEBIT VOUCHER			
Company/Firm	May flower platinum welfare association		
Project	MPL		
Voucher no.			
Account head	G.Rajesh		
Paid to	Ushodaya super market		
Towards/description of work	Towards swimming cleaning work purpose		
Location of work	Mallapur		
Amount in Rs.	696/-		
Amount in words	Six Hundred And Ninety Six Rupees		
Mode of payment	Cheque/trf no.	Date	Bank
	Cash	17-04-2025	
Prepared by	Approved by	Receivers name	Receivers signature

DEBIT VOUCHER			
Company/Firm	May flower platinum welfare association		
Project	MPL		
Voucher no.			
Account head	G.Rajesh		
Paid to	Amma Filling station		
Towards/description of work	Towards disel for generator work purpose		
Location of work	Mallapur		
Amount in Rs.	1000/-		
Amount in words	One Thousand Rupees		
Mode of payment	Cheque/trf no.	Date	Bank
	Cash	17-04-2025	
Prepared by	Approved by	Receivers name	Receivers signature

DEBIT VOUCHER			
Company/Firm	May flower platinum welfare association		
Project	MPL		
Voucher no.			
Account head	G.Rajesh		
Paid to	Amma Filling station		
Towards/description of work	Towards disel for generator work purpose		
Location of work	Mallapur		
Amount in Rs.	1000/-		
Amount in words	One Thousand Rupees		
Mode of payment	Cheque/trf no.	Date	Bank
	Cash	17-04-2025	
Prepared by	Approved by	Receivers name	Receivers signature

109

USHODAYA SUPERMARKETS PVT LTD
Plot No.19 & 30,Narasimha Nagar Colony,
Mallapur,Uppal Mandal,Medchel Malkajgir
PH.NO:-8688823091
GST NO 36AACCU6295N1ZL

Pos : 3 User :RAMKU Bill :00000074
Date : 14/04/2025 Time :11:50:06

Description	Qty	Rate	Amount
GALA HARDY	1.000	360.00	360.00
HSN @ GST : 96039000 @ 18%			
SPARKLE SS	1.000	22.00	22.00
HSN @ GST : 3924 @ 18%			
SURF EXCEL	1.000	99.00	99.00
HSN @ GST : 34022010 @ 18%			
FRESHALL ST	1.000	25.00	25.00
HSN @ GST : 7323 @ 18%			
VIM ULTRA P	1.000	120.00	120.00
HSN @ GST : 34025000 @ 18%			
** Discount **			-10.00
SCOTCH BRIT	2.000	40.00	80.00
HSN @ GST : 96039000 @ 18%			

Items/Qty : 6/ 7.000
TOTAL RS 696.00

Tendered-CARDSALE RS 696.00
Card #VVVVV
Appr #

GST%	Qty		Taxable Amount
18.00 %	7	RS	589.83

SGST@9.00 % 44.69 CGST@ 9.00 % 44.69

*** Schemes ***

Description	Qty	Disc %	Disc Amt / Item Sales Value
VIM ULTRA PRO F	0.00	0.00	10.00

You have saved RS 10.00

THANK YOU, VISIT AGAIN
NO MONEY RETURN BACK
EXCHANGE WITH IN 7 DAYS

Inclusive Of All Taxes
Any Suggestion Mail To
customercare@ushodaya.in

Ushodaya Supermarket Pvt. Ltd. Mallapur

INWARD
Inward No: 109 Dt: 14/4/25
MRN No: Dt:
Received By: Sign:
Raju

112

INWARD
Inward No: 112
Dt: 12/4/25
MRN No.
Dt:
Sign:
Received By:
Raju
MODI PROPERTIES PVT. LTD. SY.No. XYZ

Bharat Petroleum

Welcomes You

Tel. No.:

Receipt No.: D2743
FCC ID: 0000005041204945
FIP No. : 01
Nozzle No. : 01
Product : Diesel
Density : 824.3Kg/Cu.mtr
Preset Type: Amount
Rate(Rs/L) : 095.65
Volume(L) : 00010.45
Amount(Rs) : 01000.00
Atot: 00088669559.08
Vtot: 00000921625.34

Vehicle No: Not Entered
Mobile No : Not Entered

Date : 12/04/25 Time: 12:32

CST No :
LST No :
VAT No :
ATTENDANT ID : Not Available
FCC DATE : Not Available
FCC TIME : Not Available

$$$$

HDFC BANK D 10/2024

111

WELCOME TO
AMMA FILLING STATION
MALLAPUR

Date:	17-04-2025
Time:	16:29:35
BayNo:	1
NozzleNo:	1
Product:	DIESEL
PayMode:	Cash
Txn Id:	5041706974
Attendant:	Attendant
TxSt:	17-04-25 16:03:51
TxEnd:	17-04-25 16:04:40
Rate/Ltr.:	95.65
Volume(Ltr.):	10.45
Amount(Rs.):	1000.00
PresetType:	AMOUNT
Preset Value:	1000.00
VechNo:	
MobileNo:	

THANK YOU, VISIT AGAIN..

INWARD

Inward No: 111	Dt: 17/4/25
MRN No:	Dt:
Received By: Rami	Sign:

PVT. LTD SY.No. 82