

Weekly - Petty cash /expense card statement.

Name		D. Shiva Shankar		Statement date		24/04/28	
Prepared by		D. Shiva Shankar		Sign		[Signature]	
From period				To period			

Sl No	Debit to company	Debit to project	Description of expense	Amount	Bill enclosed	GST bill
1.	SOLAM MODI					
2.	SOLAM MODI		Hyderabad metropolitan water	1229	☒ Y ☐ N	☐ Y ☒ N
3.			Southern Power Distribution company	15933	☒ 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			17162	☐ Y ☐ N	☐ Y ☐ N

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

Approved by: Div. Manager

Sign: [Signature]

Date: 24 APR 2025

Accountant: G. JAI KUMAR

Accounts Manager: [Signature]

MD: [Signature]

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

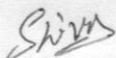
SOHAM MOAT

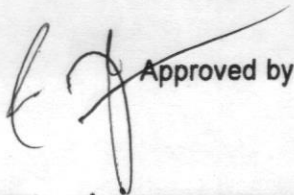
DEBIT VOUCHER

Voucher No. _____

A/c. _____ Date : 18/04/25

Paid to HYDERABAD METROPOLITAN WATER SUPPLY		Rs.	Ps.
towards water bill Payment of PWD: 280		1229	00
		}	
Rupees one thousand Two hundred			
Twenty nine Rupees only			
Paid by <u>Cheque</u> Cash ✓	Cheque No.	Dated	Drawn on Bank
		1229	00

Prepared by 

Approved by 

Receiver's Signature

Prepared by

[Signature]

Approved by

[Signature]

Receiver's signature

[Signature]

Paid by $\frac{\text{Cash}}{\text{Cheque}}$ Cheque No. Date Drawn on Bank 	1330	Rs
		
Payable to <i>[illegible]</i>		
Amount <i>[illegible]</i>		
Towards <i>[illegible]</i>		
Paid to <i>[illegible]</i>		
	Rs	Rs

No.

Date

18/10/50

Voucher No.

DEBIT VOUCHER

[illegible]

**Bill Payment Successful**

12:42 PM on 18 Apr 2025

Water bill paid

Hyderabad Metropolitan
Water Supply and
Sewerage Board

₹1,229

061131910

**Bill Details**

Customer Name : KESHAVPAL REDDY,G.
Bill Number : XXXXXX916
Bill Date : 01-Apr-2025

**Payment details**

Transaction ID

NX25041812422984691847291



Bharat Connect Transaction ID

PP015108BX0540ZAZ150



Debited from



XXXXXX5850

₹1,229

UTR: 030529323863



View
History



View
Receipt



Split
Expense



Share
Receipt

DEBIT VOUCHER

SOHAM MODI

Voucher No. _____

A/c. _____

Date : 18/04/28

Paid to <u>Southern Power Distribution Company</u>				Rs.	Ps.
towards <u>Power Bill Payment of SOHAM MODI</u>				15933	00
<u>SIR PWD: 280 SCMD: 1004/15208</u>					
Rupees <u>fifteen thousand nine hundred</u>					
<u>thirty three only</u>					
Paid by <u>Cheque</u> Cash ☒	Cheque No.	Dated	Drawn on Bank	15933	00

Prepared by Shim

Approved by 

Receiver's Signature

Prepared by

Approved by

Receiver's signature



Paid by	Cash/ Cheque	Cheque no.	Dated	Drawn on Bank		
Dr. J. A. Jones					12.33	00
Dr. J. A. Jones					12.33	00
Dr. J. A. Jones						
Dr. J. A. Jones						
Dr. J. A. Jones					12.33	00
Paid to					Rs	Ps

No.

Date

Amount

DEBIT VOUCHER

20.11.58

**Bill Payment Successful**

12:41 PM on 18 Apr 2025

Electricity bill paid

Southern Power
Distribution company
of Telangana Ltd
(TGSPDCL)

100415208

₹15,933**Bill Details**

Customer Name : SRI SOHAM MODI
Bill Date : 05-Apr-2025

**Payment details**

Transaction ID

NX25041812412613634332751



Bharat Connect Transaction ID

PP015108BX56B0Z97287



Debited from



XXXXXX5850

₹15,933

UTR: 388662323504



View
History



View
Receipt



Split
Expense



Share
Receipt