

Weekly - Petty cash /expense card statement.

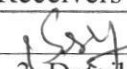
Name	DK. HEMENDRAA		Statement date	7-5-2025		
Prepared by	HEMENDRA		Sign	<i>[Signature]</i>		
From period	30-4-2025		To period	2-5-2025		

Sl No	Debit to company	Debit to project	Description of expense	Amount	Bill enclosed	GST bill
1.	MHTR		Sri rama anjaneya weigh bridge, for vivopolis vehicle load, po no. 20250417012	100-00	✓	
2.						
3.						
4.						
5.						
6.						
7.						
8.						
9.				100-00		

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

Approved by:	<i>[Signature]</i> Div. Manager	Accountant	Accounts Manager	MD
Sign:	APPROVED 07 MAY 2025			
Date:	MINISH PARIKH			

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			
Company/Firm	MODI HOUSING PVT LTD-MHTR		
Project	MHTR		
Voucher no.			
Account head			
Paid to	Sri Rama Anjaneya Weigh Bridge		
Towards/description of work	Towards weighment charges for m/s Vivopolis, po- 20250417012, loading of Tor Steel, AP 01W 6188		
Location of work	MHTR@ RAMPALLY STORES		
Period	From: 2-5-2025	To:	-
Amount in Rs.	100/-		
Amount in words	One hundred only		
Mode of payment	Cheque/rt no.	Date	Bank
cash			
Prepared by	Approved by	Receivers name	Receivers signature
HEMENDRA	MINISH PARIKH MANAGER PRO		

Notes: 1. Print full sheet. 2. To be used for all minor maintenance works. 3. Details of labour, hire charges, material may be printed/written overleaf. 4. Project may differ from location of work.



**SRA
W&B**

SRI RAMA ANJANEYA WEIGH BRIDGE

Survey No. 294/1, Rampally (V), Nagaram Municipality, Keesara (M),
Medchal Malkajgiri Dist. Ph : 9849303950, 9390233533

**24
HOURS
SERVICE**

80 TONNES CAPACITY

Vivo P0115

SERIAL No.:

4962

VEHICLE No.:

AP01W 6188

20250417012

GROSS :

6590

Kg. DATE:

02/05/2025

TIME :

13:05

TARE :

3470

Kg. DATE:

02/05/2025

DATE :

10:08

NETT :

3120

Kg. Received Rs. :

వాహనము పైబోయి విడిచిన తరువాత మా బాధ్యత లేదు.

★Our responsibility ceases once the vehicle leaves the platform

Operator's Signature