Weekly - Petty cash /expense card statement.

Name	D. Shiva Shankar		
Prepared by	D. Shiva Shankar	Statement date	07/08/28
		Sign	Sh
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	SRS Roza Rajeshwar Automo	400	☑Y ☐N	☐Y ☑N
2.	MH SVC	MH SVC	SRS Roza Rajeshwar Automobi	760	☑Y ☐N	☐Y ☑N
3.	MH SVC	MH SVC	Pasha Toll Machine	300	☐Y ☑N	☐Y ☑N
4.	MH SVC	MH SVC	City Civic Court (Hyd) Shekar	90	☑Y ☐N	☐Y ☑N
5.	MH SVC	MH SVC	HMDA - HGCL - Nora Toll Madhu Club	100	☑Y ☐N	☐Y ☐N
6.	MH SVC	MH SVC	Abhinandan Fuel Station Madhu	1550	☑Y ☐N	☐Y ☑N
7.	MH SVC	MH SVC	SRI Akshya Filling Station	1550	☑Y ☐N	☐Y ☑N
8.	MH SVC	MH SVC	KGN Tyre Puncher Shop (Shekar)	350	☑Y ☐N	☐Y ☑N
9.	MH SVC	MH SVC	S.K. Moin Bakery Chem 8387 (Shekar)	350	☑Y ☐N	☐Y ☑N
10.	MH SVC	MH SVC	Indusind Bank Fastag Shekar	300	☑Y ☐N	☐Y ☑N
11.						
			Total:	5750		

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:	APPROVED BY 07 MAY 2025 G. JAI KUMAR			
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 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. MDs approval is required for expenses of over 10,000/- per week

MHBNC

DEBIT VOUCHER

Voucher No. 057

A/c. [P. VAMSHI] Date : 28/04/25

Paid to SRI. RAJA RAJESWARI "AUTO.MOBILES"	Rs.	Ps.
towards LOCAL PURCHASE OF COOLENT FOR	400/-	
ALTO TS 10 FA 7968 "HO" OFFICE CAR		
SUMMER MEINTENANCE AND REPLACED COOLENT 17/04/25		
Rupees		
FOUR HUNDRED RUPEES "ONLY"		
Paid by Cheque / Cash — Cheque No. — Dated — Drawn on Bank	400/-	

APPROVED BY
28 APR 2025
G. JAI KUMAR
AGM-HR & Admin

P. Vamshi
Prepared by

Approved by

Receiver's Signature

DEBIT VOUCHER

Voucher No. 057

A/c. P. VAMSHI

Date: 28/04/25

	Rs.	Ps.
Paid to: SRI. PUJA PADMESWARI "AUTO MOBILES"		
Towards: LOCAL PURCHASE OF COLLECT FOR AUTO. TS 10 EA 9968 "HOD" OFFICE. CONV. SUMMER MEETING AND REPLACED. 12/04/25	400/-	
Rupees: FOUR HUNDRED RUPEES ONLY		
Paid by Cash / Cheque — Cheque No. — Dated — Drawn on Bank	400/-	

28 APR 2025

Prepared by: P. Vamshi

Approved by

Receiver's Signature

Cell : 9394

SRI RAJA RAJESWA
AUTOMOBILES

Eicher, Swaraj Mazda, DCM, TATA Ace, Indica Spare
3-4-98, Noma Complex, Beside Noma Function Hall, Mallapur, H

No. 057

Date 17/4

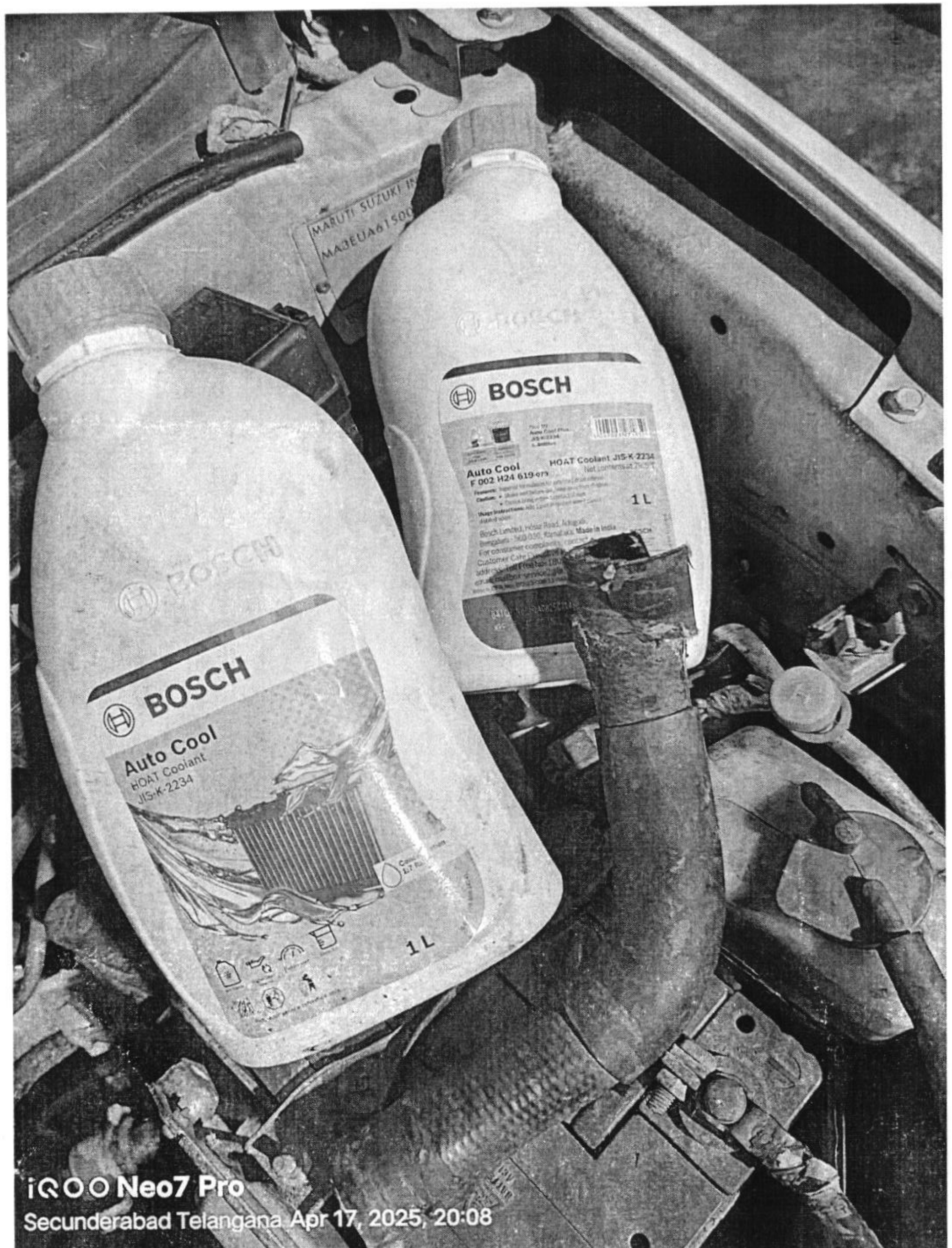
M/s. MODI HOUSING PVT. LTD.

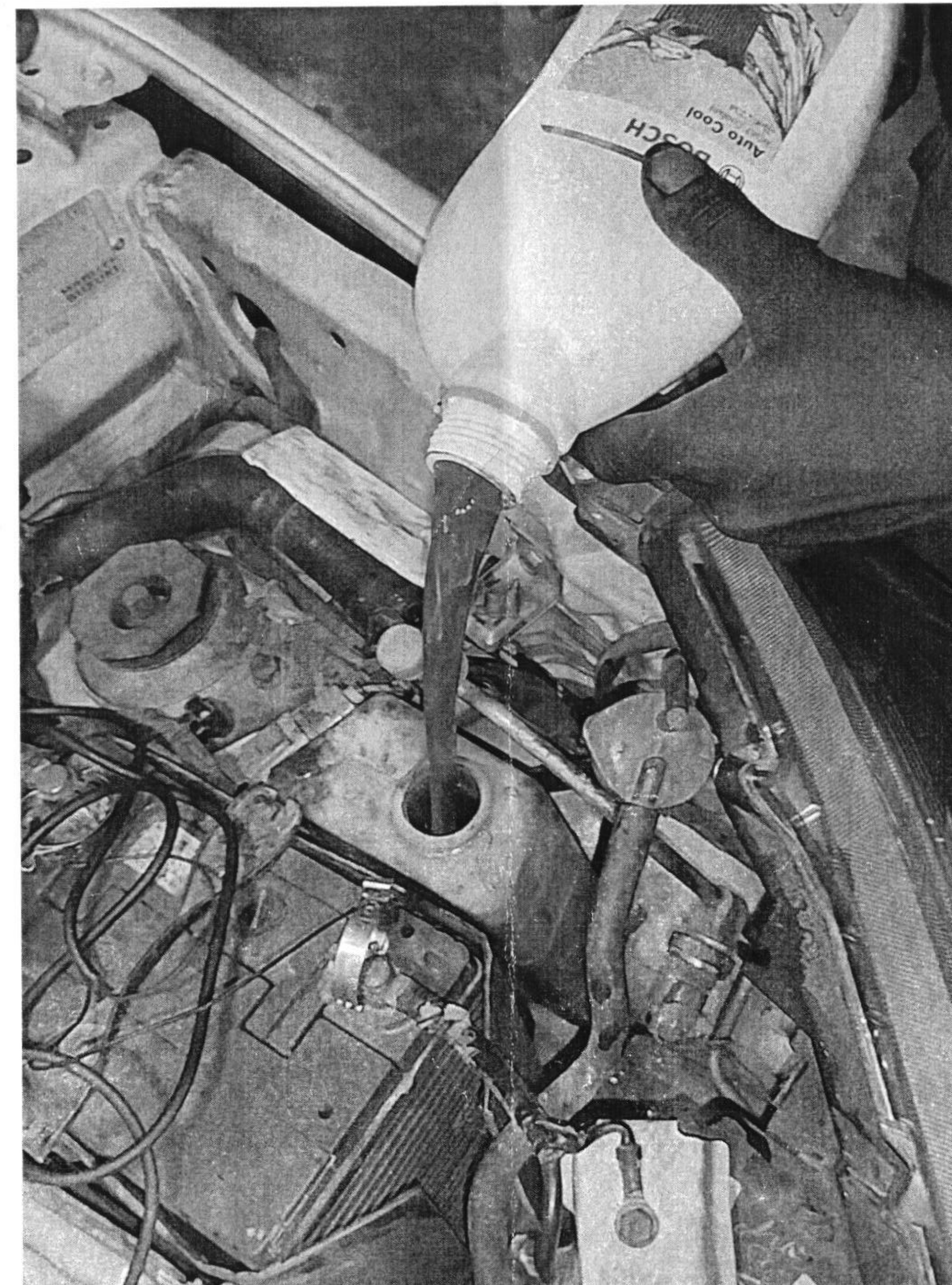
Sl No.	PARTICULARS	QTY.	RATE	Amou Rs.
2	coolant TS10FA7968			400
			TOTAL	400

APPROVED BY
28 APR 2025
G. JAI KUMAR
AGM-HR & Admin

Goods Once sold will not be taken back

Signature


BOSCH
Auto Cool
HOAT Coolant
JIS K-2234
1 L
BOSCH
Auto Cool
F 002 H24 619-erx
HOAT Coolant JIS K 2234
1 L
iQOO Neo7 Pro
Secunderabad Telangana Apr 17, 2025, 20:08


BOSCH
Auto Cool

MHSVC

DEBIT VOUCHER

Voucher No. 059

A/c. ______ Date : 28/04/25

(P. VAMSHI)

Paid to SRI RAJA RAJESWARI AUTOMOBILES	Rs.	Ps.
towards TATA WINGER TS10UA9759	760/-	
ENGINE OILE TOP UP ON [25/04/25]		
EVERY QWEESIOF OIL TOP UP		
Rupees		
SEVEN HOUNDREN SIXETY RUPEES ONLY		
Paid by Cheque / Cash — Cheque No. — Dated — Drawn on Bank	760/-	

APPROVED BY
28 APR 2025
G. JAI KUMAR
AGM-HR & Admin

P. VAMSHI
Prepared by

Approved by

P. VA
Receiver's Signature

MHSVC

DEBIT VOUCHER

Voucher No. 059

A/c. (P. VAMSI) Date 28/04/25

Paid to	Sri Rama Prasanna Automobiles	Rs.	Ps.
towards	TATA Winger TS10UA9559 &	760/-	
	Engine oil, Top up on [25/04/25]		
	Every ... Top up		
Rupees	SEVEN HUNDRED SIXTY RUPEES ONLY		
Paid by Cash / Cheque	Cheque No.	Dated	Drawn on Bank
			760/-

28 APR 2025

P. Vamsi
Prepared by

Approved by

P. V
Receiver's Signature

Cell : 939456

SRI RAJA RAJESWAR
AUTOMOBILES

Eicher, Swaraj Mazda, DCM, TATA Ace, Indica Spare P
 # 3-4-98, Noma Complex, Beside Noma Function Hall, Mallapur, Hyd

No 0059

Date 25/4

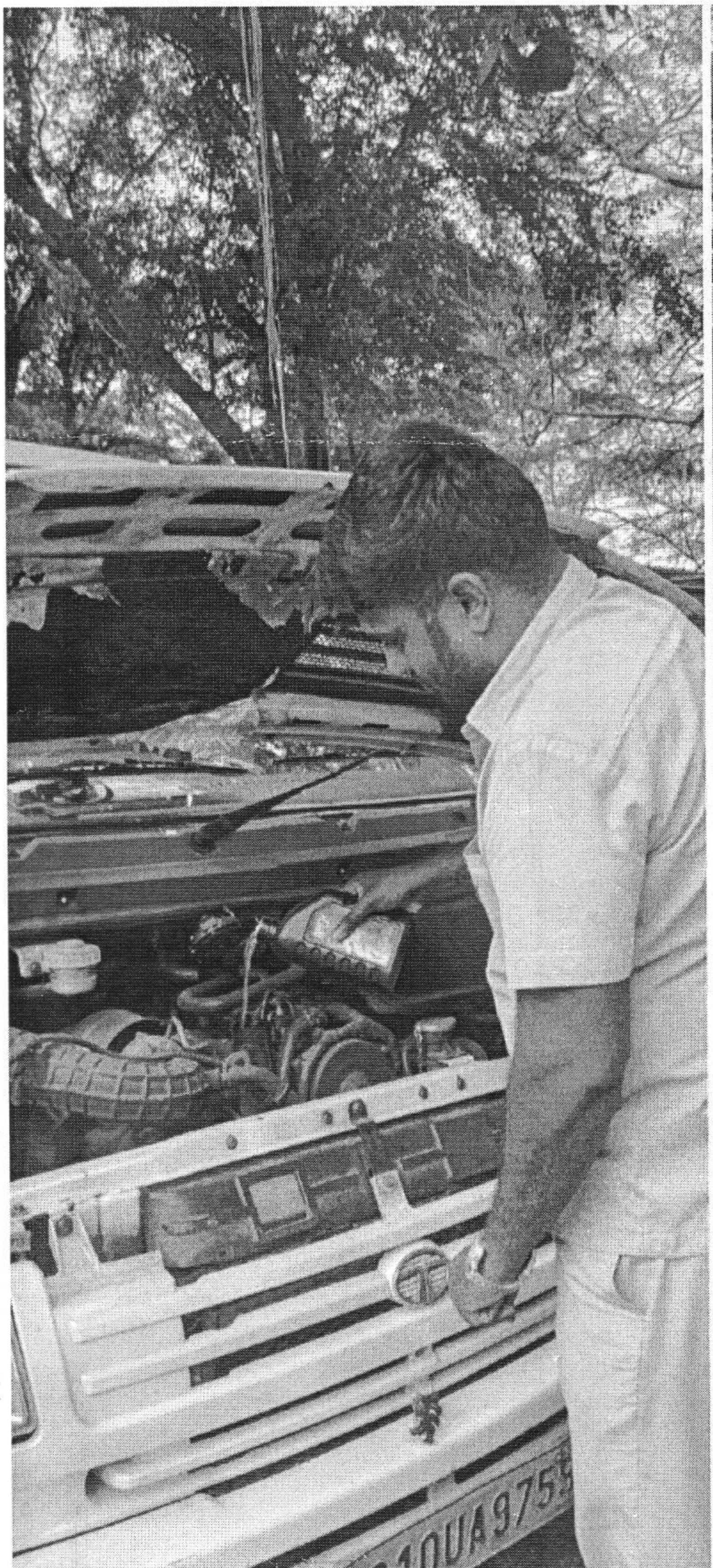
M/s. MODI HOUSING PVT LTD.

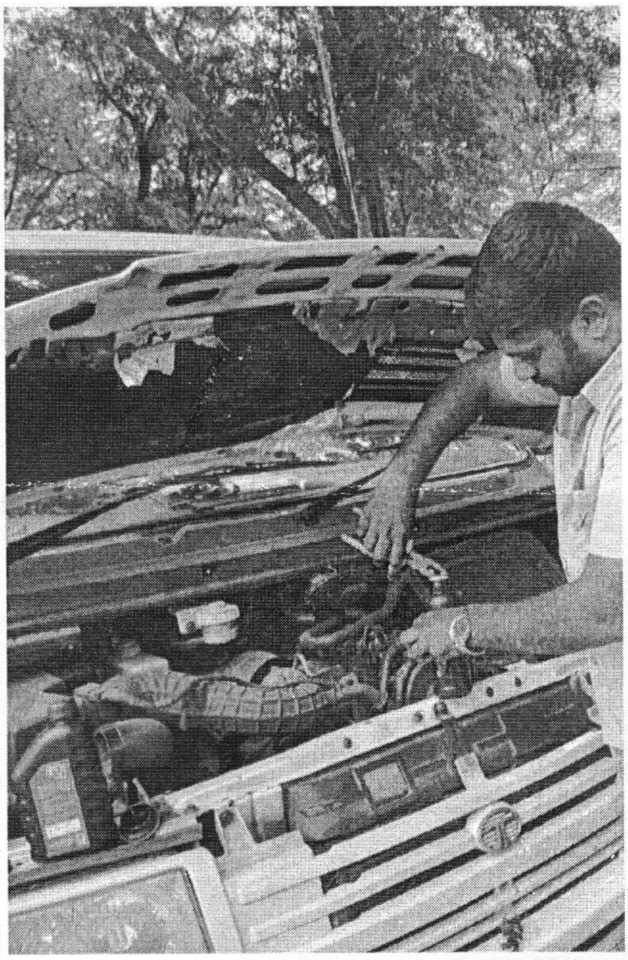
Sl No.	PARTICULARS	QTY.	RATE	Amount Rs.
1	engine oil	2L		760
	TS10UA9759			
			TOTAL	760

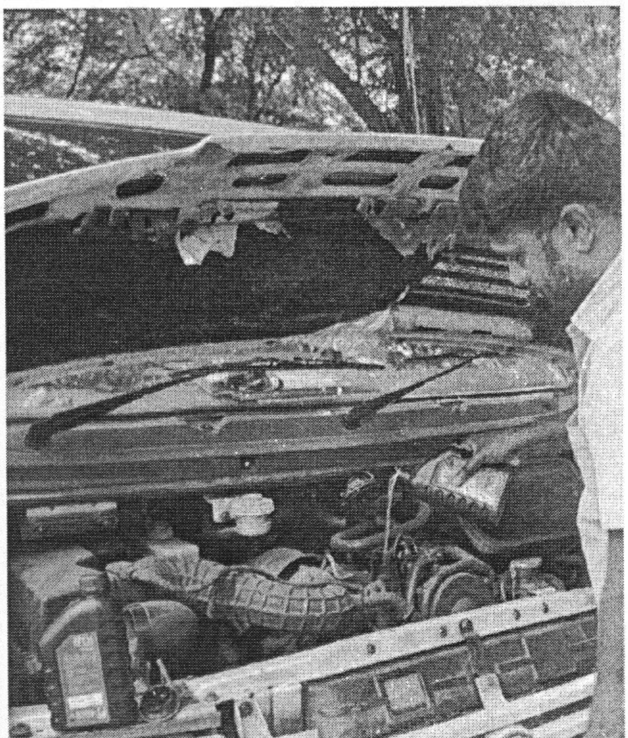
APPROVED BY
28 APR 2025
G. JAI KUMAR
AGM HR & Admin

Goods Once sold will not be taken back

Signature


IND TS10UA975





MHSVC

DEBIT VOUCHER

Voucher No. 058

A/c. ______ Date : 28/04/25

[P. VAMSHI]

Paid to Pasha [LOCAL GARAGE MECHIEE]	Rs.	Ps.
towards ALTO "TS 10 FA 7968" Change Radtiar Housing PIPE AND REPIECD NEW COOLENT AT LOCAL GARAGE AT "Mallapuri" ON [17/04/25]	300/-	
Rupees ₹ THREE HOUNDREN RUPPES ONLY.		
Paid by Cheque / Cash — Cheque No. — Dated — Drawn on Bank	300/-	

APPROVED BY 28 APR 2025 G. JAI KUMAR AGM-HR & Admin

P. VAMSHI
Prepared by

Approved by

P. V
Receiver's Signature

MHSVC

DEBIT VOUCHER

Voucher No. 018

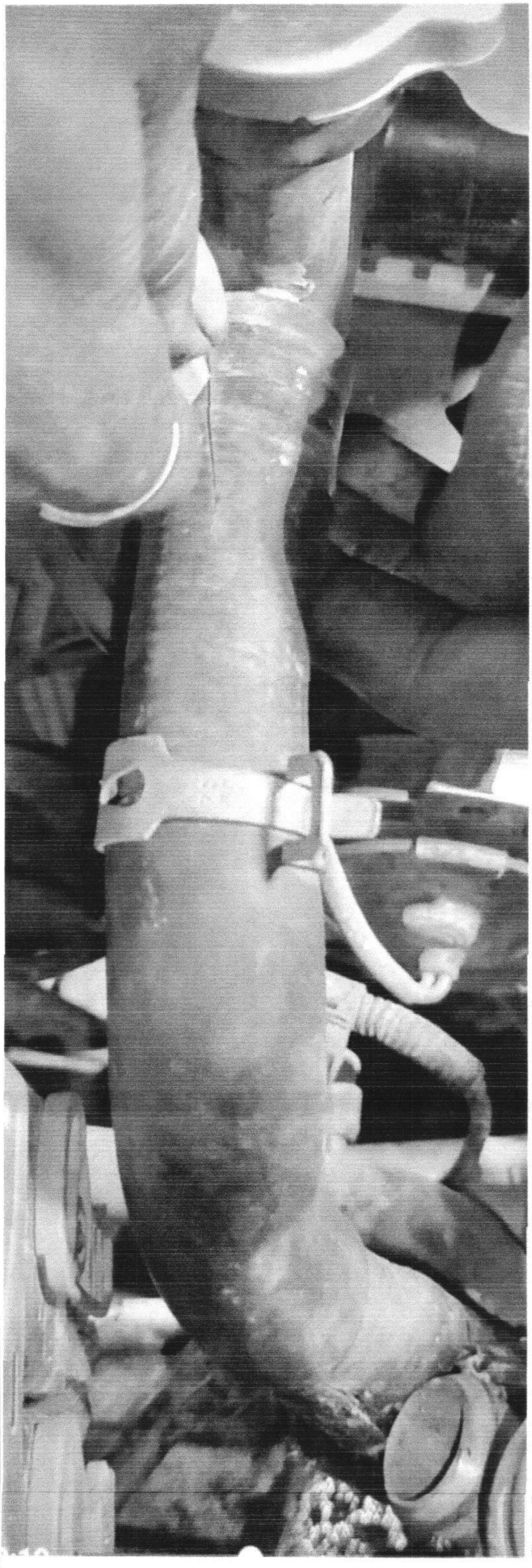
A/c. [P. VAMSI] Date: 28/04/25

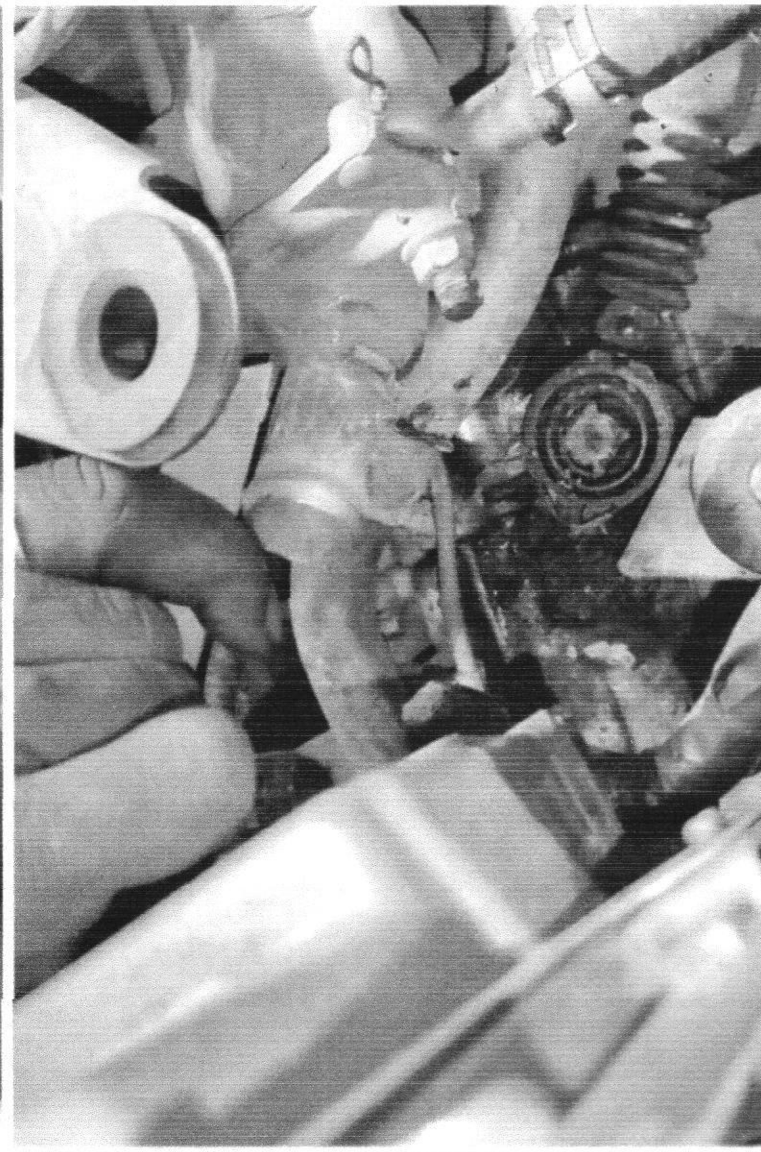
Paid to Rasha [Local [illegible]]	Rs.	Ps.
towards AP [illegible] TS 10 FA 9966 Charges [illegible]	300/-	
[illegible]		
[illegible] [28/04/25]		
Rupees Three Hundred Rupees Only		
Paid by Cash / Cheque — Cheque No. — Dated 28 APR 2025 — Drawn on Bank	300/-	

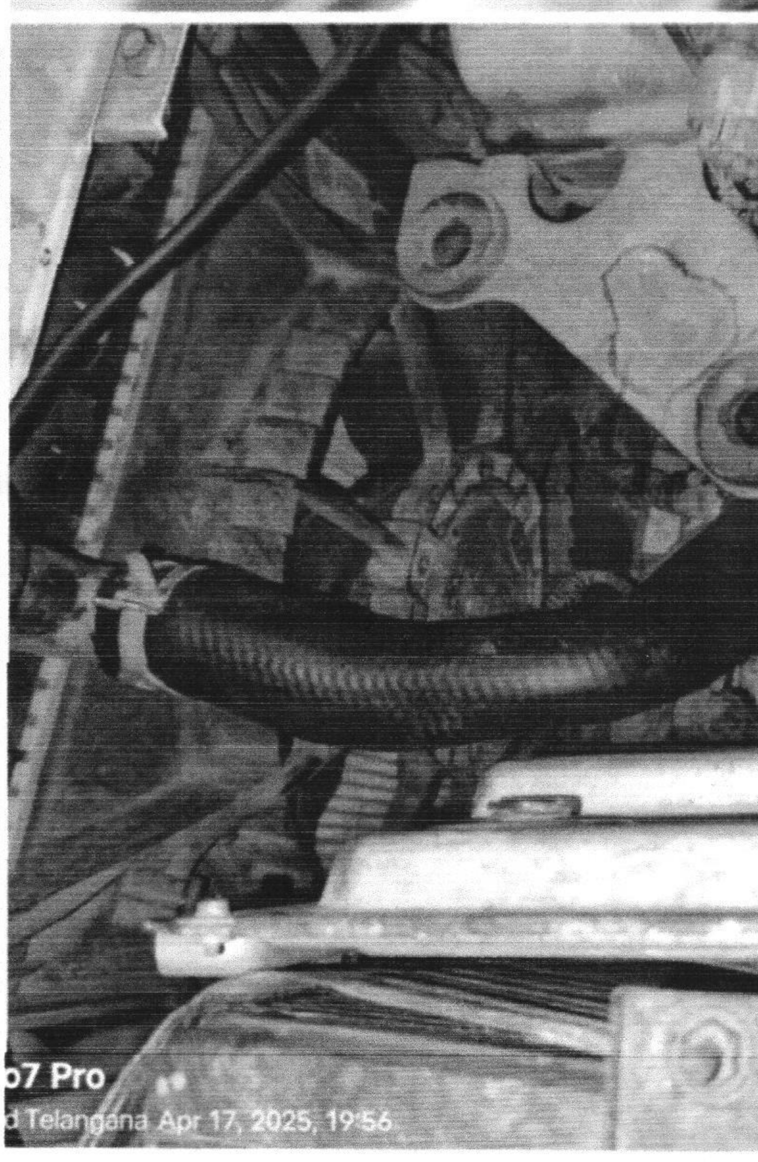
Prepared by P. Vamsi

Approved by

Receiver's Signature






o7 Pro
d Telangana Apr 17, 2025, 19:56

DEBIT VOUCHER

MHSVC

Voucher No. ____________

A/c. ____________

Paid to HMDA - HGCL - MORR (MADHU) Date : 07/08/25

towards National Highway Toll Charges for TS10UD 3044

	Rs.	Ps.
	40	00
	30	00
	30	00
	100	00

Rupees One Hundred Rupees Only

Paid by Cheque / Cash ✓ Cheque No. ______ Dated ______ Drawn on Bank ______

Prepared by

APPROVED BY
07 MAY 2025
Approved by
G. JAI KUMAR
AGM-HR & Admin

Receiver's Signature

HMDA - HGCL - NORR

IRB G. lcor a Expressway Private l

GST NO. 36AAHCI1275P1

Exit Plaza		Shamirpet (Exit 7
Entry Plaza		Keesara (Exit
Ticket No		5031208755354
Booth Oper		Lane W07/ 28796
T		12 Apr-2025 04 2 34 PM
		12-Apr-2025 04 00 28 PM
		T 10UB5649
ss		Cars/Jeep/Van
y Type		Single Journey
Fee		30.00
Penalty		0.00
Total Amount		**30.00**
Pmt Mode		C s

ANE AT EXIT DOUBLE USER FEE
E IN FASTAG LANES FOR ANY
SSISTANCE ON ORR PLEASE CALL 1449

OU SAFE and HAPPY JOURNE **

HMDA - HGCL - NORR

IRB Golconda Expressway Private Limited

GST NO: 36AAHCI1275P1Z2

Exit Plaza	:	Shamirpet (Exit-7)
Entry Plaza	:	Keesara (Exit-8)
Ticket No.	:	25091209562701
Booth/ Operator No.	:	Lane W07/ 29954
Txn. Date	:	21-Apr-2025 04:18:21 PM
Entry. Date	:	21-Apr-2025 04:00:43 PM
Vehicle No.	:	TS10UB5649
Vehicle Class	:	Cars/Jeep/Van
Journey Type	:	Single Journey
Toll Fee	:	30.00
Penalty	:	0.00
Total Amount	:	**30.00**
Pmt Mode	:	Cash

PLEASE USE CASH LANE AT EXIT. DOUBLE USER FEE SHALL BE CHARGED IN FASTAG LANES. FOR ANY EMERGENCY/ASSISTANCE ON ORR PLEASE CALL 14449

** WISH YOU SAFE and HAPPY JOURNEY **

HMDA - HGCL - NORR

IRB Golconda Expressway Private Limited

GST NO: 36AAACM3816F1ZR

KEESARA TOLL PLAZA

PLAZA NO: 6

LANE ID : KEE LANE 01 EX	TOLL COLLECTOR :
TXN ID : KEE01EX250107852	PASSAGE: SINGLE
VEH CLASS: LCV/MINI BUS	REG. NO:TS10UD3044
ENTRY PLAZA: SHT	DISTANCE: 11.9KM
ENTRY DATE: 28/03/2025	ENTRY TIME: 06:35:37 PM
EXIT DATE: 28/03/2025	EXIT TIME: 06:49:13 PM
FARE: Rs.40	PENALTY: Rs.0
MOP: CASH	TOTAL FARE: Rs.40

THANK YOU

FOR ANY EMERGENCY/ASSISTANCE ON ORR PLEASE CALL 14449

MHSVC

DEBIT VOUCHER

Voucher No. ________________

A/c. ________________ Date : 07/05/25

Paid to ABHINANDAN FUEL STATION (MADHU)	Rs.	Ps.
towards Purchasing of ADDIE BLUE ON	1580	00
Bill no: 1106 29/04/25		
Rupees one thousand five hundred fifty		
only		
Paid by Cheque / Cash ✓ — Cheque No. [ ] Dated [ ] Drawn on Bank [ ]	1580	00

APPROVED BY
07 MAY 2025
G. JAI KUMAR
AGM-HR & Admin

Prepared by Approved by Receiver's Signature

CASH BILL

ABHINANDAN FUEL STATION

Bharath Petroleum

Dealers : Bharat Petroleum Corporation Ltd.

Sy. No. 51 & 52, Muraharipally Vill.
Shameerpet Mandal, Medchal Dist.,
TELANGANA.

Pure for Sure

Bill No. 1106 Date : 29/04/18

Name TS 10 UD 3041 V. No.

Particulars	Qty.	Amount Rs. Ps.
HSD / Diesel		1880
MS/Petrol		
Oils / Lubes ADBL Blue		
Rolly TOTAL		1880

TIN : 36411476844

Signature

349 04

349 04

CASH BILL

ABHINANDAN FUEL STATION

Bharath Petroleum

Dealers : Bharat Petroleum Corporation Ltd.
Sy. No. 51 & 52, Muraharipally Vill.
Shameerpet Mandal, Medchal Dist.,
TELANGANA.

Pure for Sure

Bill No. 1106 Date : 29/04/17

Name TS 10 UD 3094 No.

Particulars	Qty.	Amount Rs. Ps.
HSD / Diesel		1880
MS/Petrol		
Oils / Lubes		
TOTAL		1880

Abbu Blue

Rohan

TIN : 36411476844

Signature

MHSVC

DEBIT VOUCHER

Voucher No. ______________

A/c. ______________ Date : 07/05/25

	Rs.	Ps.
Paid to SRI AKSHYA FILLING STATION		
towards Purchase of Air blue oil	1550	00
Bill no: 2960 17/04/25		
Rupees one thousand five hundred fifty only		
Paid by Cheque / Cash ✓ — Cheque No. [ ] Dated [ ] Drawn on Bank [ ]	1550	00

Prepared by

APPROVED BY
07 MAY 2025
G. JAI KUMAR
AGM-HR & Admin

Approved by

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. 2960 Date 17/4/25

Vehicle No. TS10UD 3044

Ltr.	Particulars	Rate	Amount Rs. Ps.
20Ltr	Petrol Diesel Oil — AIDe Blue	1550	1550-00
		TOTAL	1550-00

Pure for Sure

Signature

Ravi

DEBIT VOUCHER

MHSVC

Voucher No. ______________

A/c. ______________________________ Date : 02/05/2025

Paid to City Civil court (Hyd) (m.shekar)	Rs.	Ps.
towards Paid cash For Vechical Parking at	90 —	00
city civil court , and R.R Dist court		
TS10UB3122 —— x ——		
Rupees Ninety Rupees only — x ——		
—— x ——		
Paid by Cheque / Cash ✓ — Cheque No. [ ] Dated [ ] Drawn on Bank [ ]	90 —	00

m Shekar
Prepared by

Approved by

Receiver's Signature

DEBIT VOUCHER

Voucher No. ____________

A/c. ____________ Date : [illegible]

	Rs.	Ps.
Paid to [illegible]	90	00
towards [illegible]		
Rupees Ninety Rupees only		
Paid by Cash / Cheque — Cheque No. ____ Dated ____ Drawn on Bank ____	90	00

Prepared by [illegible] Approved by [illegible] Receiver's Signature

2297
R.R. Dist. COURT
Paid Parking

Dt. 26/11 Time

Vehicle No.

Timings : 9 am ot 5 pm

1. Please lock your vehicle. 2. Extra Fitting kept at owner's risk 3.Tokennottransferable.4.Vaildonceonly,5.Vehicleparkingowener's risk. 6. We are responsible 10 a.m. to 6 p.m. Only parking Space provided. 7. Vehicle Entry will be charge.

PASS
FOUR WHEELER Rs. 40/-

CITY CIVIL COURT, HYD
PARKING SLIP

No. 2073 Date..........

2 WHELLER 20/-

CAR, VOILET PARKING 50/-

Lock Yoour Vvechile Safety We Are Not Responsible Theft Or Any Itemss Of The Veehiicle

NOTE :: VALUBLE ARE A OWNER'S RISK

TICKET COMPULSURY BEFORE DELIVERY

K.N. ENTERPRISES

TIMINGS :; 10-00 A.MM. TO 5-30 MP.M.A

MH SVC

DEBIT VOUCHER

Voucher No. ______________

A/c. ______________ Date : 02/05/2025

Paid to Kan Tyre Puncture shop (m.Shekar)	Rs.	Ps.
towards for Jayo vechkel greaseing, Aircheck, Air filter cleaning vechkel no: TS10 UB8387	350 –	00
Rupees Three hundrend and fifty Rupees only		
Paid by Cheque / Cash ✓ — Cheque No. [ ] Dated [ ] Drawn on Bank [ ]	350 –	00

m.Shekar
Prepared by

Approved by

Receiver's Signature

MH 8VC

DEBIT VOUCHER

Voucher No. ____________

A/c. ____________ Date : 08/05/2009

		Rs.	Ps
Paid to	Kiran Tyre Puncture shop ([illegible])		
towards	for Bajaj vehicle greasing, Airchecking, air filter cleaning vehicle no TS10 [illegible]	350	00
Rupees	Three hundred and fifty rupees only		
Paid by Cash/Cheque	Cheque No. / Dated / Drawn on Bank	350	00

Prepared by [illegible] Approved by [illegible] Receiver's Signature

K.G.N. TYRE PUNCTURE SHOP

H.No. 1-36/1, Muraharipalle, Turkapally

Prop. ***Md. Khursid***
Cell : 9550417130

No. TS10UB8387 Date : 29-4-2

Vehicle No. .... Cell: ....

Driver Name ....

S.No.	PARTICULARS	Rate	Amount Rs.	Ps.
1	Punture Fitting			
2	Opening Fitting			
3	Bolt Fitting			
4	Omni Patch			
5	Tyre			
6	Tube			
7	Flap			
8	Gatter			
9	Grease			
10	Air Check			
11	Filter Cleaning			
12	Mota Gatter			
13	1000/20 Tubes			
14	Lorry Nalli Fitting			
15	Wall Pin			
16	Extra Puncture			
17	Tubeless Nalli			
18	Tubeless Puncture			
19	Tubeless Tyre Open & Fitting			
		TOTAL	350	

9550417130

Old Tyres, Tube & Flaps Available Here

MP
Signature

DEBIT VOUCHER

MIA Svc

Voucher No. ______________

A/c. ______________ Date : 02/05/25

Paid to S.K. moin C.M. shekar	Rs.	Ps.
towards Paid cash for Battery charging of vehicle no: TS10UB 8387.	350-	00
Rupees Three hundred and fifty Rupees only		
Paid by Cheque / Cash — Cheque No. — Dated — Drawn on Bank	350-	00

M.Shekar
Prepared by

Approved by

Receiver's Signature

S.K.MOIN

AUTO ELECTRICIAN & BATTERY
Authorised Sales & Service
DEALER OF EXIDE BATTERY

Specialist in : DCM, EICHER, MAZDA, NISSAN, TATA

Near Bharati Petrol Pump, Mallapur, Hyderabad-76
Cell : 99494 47724-96661 28867

EXIDE
DEALERS

No. 845

Date: 04/04/25

Name ....

Sl. No.	PARTICULARS	Qty.	Rate	Amount Rs.	Ps.
	EXIDE BATTERY charging			350	—
				350	—
			TOTAL	~~350~~	—

For S.K. MOIN

Signature

[illegible]

DEBIT VOUCHER

Voucher No ____________

A/c. ____________ Date : 02/05/[illegible]

	Rs.	Ps.
Paid to [illegible]		
towards [illegible]	300	00
[illegible]		
Rupees Three hundred Rupees only		
Paid by Cash / Cheque — Cheque No — Dated — Drawn on Bank	300	00

Prepared by [illegible] Approved by [illegible] Receiver's Signature

DEBIT VOUCHER

MIA SVC

Voucher No. ______________

A/c. ______________ Date : 02/05/25

Paid to indusInd Bank fastag Cm.shekar	Rs.	Ps.
towards fastag Recharge for Jayo Vechkal	300	00
Vechkal no: TS10UB8387		
x		
Rupees Three hundrend Rupees only — x —		
x		
Paid by Cheque / Cash ✓ — Cheque No. — Dated — Drawn on Bank	300	00

m.shekar
Prepared by

Approved by

Receiver's Signature

पे FASTag Recharge successful
03:26 pm on 26 Apr 2025

FASTag Recharge for

IndusInd Bank FASTag ₹300
TS10UB8387

Bill Details

Customer Name : SHEKAR

Payment details

Transaction ID
NB25042615254997873041672

Bharat Connect Transaction ID
PP015116BB15T16VE953

Debited from

XXXXXX0521 ₹300

UTR: 566599625244

Powered by
UPI YES BANK