

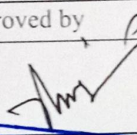
Weekly - Petty cash expense card statement

Name		Chandrasekhar		Statement date	08/5/25
Prepared by		Prashant		Sign	Prashant
From period				To period	
SI No	Debit to company	Debit to project	Description of expense	Amount	Bills enclosed
1.	Mod. Reentry		SAVSHI, CASSIHO PAPER AO	1000	Y N Y N
2.					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.	Total			1000	
Amount to be credited by		Transfer to Happy card, Other:		Transfer to expense card, Cash reimbursement, Transfer to personal a/c.	
Approved by:		Div. Manager		Accounts Manager	
Sign:					
Date:					

APPROVED BY
08 MAY 2025
PRASHANT
MANAGER PROMOTION

Notes: 1. Scanned copy of this statement to be submitted before every Friday 2. Original statement with vouchers to be attached to this statement and sent to respective accountants by Monday 3. Accountants to make statement on receipt of scanned statement on Saturday 4. If original statement with vouchers is not received within the week is not received within the week 5. Employees must maintain photographs of all bills - maximum 100 months 6. Division manager and accounts manager approval required for expenses of over 10000/- per month 7. Expenses over 20000/- per month 8. Expenses over 20000/- per month

DEBIT VOUCHER

Company/Firm	Modi Roady Mithalaya AUP		
Project	ASH		
Voucher No.			
Account head			
Paid to	NANDEVI AOS		
Towards/description of work	JATASHI COASTAL PAREKAS 16/8/25 18/8/25		
Location of work			
Amount in Rs.	1008/-		
Amount in words	One thousand Eight only		
Mode of payment			
	Cheque/trf No.	Date 8/5/25	Bank
Prepared by	Approved by	Receivers Name	Receivers Signature
Y. Prasad			

APPROVED BY
08 MAY 2025
E. PRASAD
MANAGER PROMOTION

