Weekly - Petty cash /expense card statement.

Name	J. Selva kumar	Statement date	21/05/25
Prepared by	J. Selva Kumar	Sign	
From period	15/05/25	To period	21/05/25

Sl No	Debit to company	Debit to project	Description of expense	Amount	Bill enclosed	GST bill
1.	MHTR	MHTR	INDIAN BAZAR			
2.			Local purchasing of dust bin	1,950/-		
3.			Covers small, big for HO			
4.			purpose.			
5.						
6.	AMTZ 801	AMTZ 801	SINDHU PARCEL SERVICES.			
7.			Carbon boxes delivered to Amtz	270/-		
8.			medpolis square 801 Pvt. Ltd.			
9.				2,220/-		

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:				

APPROVED
21 MAY 20..
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 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

DEBIT VOUCHER

Modi Housing Pvt. Ltd. Trading.

Voucher No. ____________

A/c. ______________________________ Date : 21/05/25

Paid to	Indian Bazar.	Rs.	Ps.
towards	Local purchasing of Dust bin cover	1950/-	
	Small, big .. for HO. purpose.		
Rupees	One thousand nine hundred and		
	Fifty Rupees Only		
Paid by Cheque / Cash	Cheque No. ____ Dated ____ Drawn on Bank ____	1950/-	

APPROVED

21 MAY 20..

Sadhana

Prepared by

Approved by
MINISH PARIKH
MANAGER PRO...

Receiver's Signature

CASH MEMO

Cell : 9885609010
8919605295

INDIAN BAZAR

4-1-91/19, Shop No. 4, EMR Complex, Opp. NTR Studio,
Bhawani Nagar, Nacharam, Hyderabad.

No. 146 Date 21/5/25

M/s. Modi housing Pvt LTD Trading

Address

S.No.	DESCRIPTION OF GOODS	QTY.	RATE	Amount Rs.	Ps.
1	Dust Bin Cover Small	1	900	900	00
2	Dust Bin Cover Big	1	1050	1050	00
			TOTAL	1950	00

For INDIAN BAZAR

Authorised Signature


POWER

DEBIT VOUCHER

AMTZ Medpolis Square 801 Pvt Ltd.

Voucher No. ______

A/c. ______ Date : 17/05/2025

	Rs.	Ps.
Paid to Sindhu Parcel Services		
towards Carbon boxes delivered to		
Amtz medpolis Square 801 Pvt. Ltd	270/-	
Rupees Two hundred and seventy Rupees Only		
Paid by Cheque / Cash — Cheque No. ___ Dated ___ Drawn on Bank ___	270/-	

Prepared by Sadhana

APPROVED
21 MAY 20..
MINISH PARIKH
MANAGER PRO...

Approved by

Receiver's Signature

CUSTOMER CARE: 040-24447879, 24448889, 8985953865, 8985972865
AT OWNER'S RISK ONLY

SINDHU PARCEL
SERVICES

SINDHU PARCEL SERVICES

Head Office : Plot No. A-91, A-91/2, Pragathi Nagar, Bachupally Road, Hyderabad - 500 090.

	Sender :	Receiver :
From HCPL 7207999270	GANESH TUBE TRADERS	AMTZ MEDPOLIS SQUARE 801 P LTD, Ph: 9654292010
To GWKV 7207999240	HYD-CHERLAPALLY	GAJUWAKA-VSP

No. of Art.	Description (Said Contents)	Unit Rate	Charge
1	CARTON BOXES	250.00	Freight
			Booking
			D.D.C.
			LR L.R.
	Remarks: NOTE : RETURN BOOKING AVALABLE ANY LEAKAGE AND DAMAGE NO CLAIM		Other

Tot. Art. 1	Goods Value Rs. ----	Invoice No.	Gran
Received	E-way Bill :		Fo

G
W
LI
D

PRADESH BRANCHES

	Code	Phone No.
	AMP	7207999236
	ANKP	7207999258
I	ATP	7386999324
	ANPT	7207999237
	BVRM	7207999238
A	CLPT	7207999259
	CRL	7207999239
P	DBGV	9154323051
	DCP	7207885202
	DMM	7386999352
	ELR	9348106668
	GWKV	7207999240
	GNTY	7207999242
	GNTM	7207999242
	GNT	7207999241
	JGP	7207885039
M	JRGD	7207993588
	KDP	7207999243
	KKD	9393953513
	KUKR	9154144958
	KTPD	7207881620
	KVL	9347037843
	KOTA	7207885141
	KRNL	7207999244
	MDPT	9393952205
	NAN	7207885073
	NDYL	7207999282
	NSPM	9849857979
	NRPT	7207999246
	NAR	7207885241

ANDHRA PRADESH BRANCHES

Name	Code	Phone No.
NELLORE	NLR	9346081213
ONGOLE	ONG	9393953514
PALAKOLLU	PLK	7207999247
PARAWADA-VSP	PRWV	9154323052
PEDDAPURAM	PDPM	9346173366
PENDURTHI-VSP	PNDTV	7207999248
PIDUGURALLA	PDRL	7207999260
PITHAPURAM	PTP	7207997583
PRODDATUR	PDTR	7207999256
RAJAMUNDRY	RJY	7207999249
RAMACHANDRAPURAM	RCHP	7207999283
RAVULAPALEM	RVPM	7207999261
SAMARLAKOTA	SMKT	7207999250
SATTENAPALLE	STPL	7207999257
SINGARAYAKONDA	SNGK	9154144957
SRIKAKULAM	SKLM	7207997584
TADEPALLIGUDEM	TPG	9347137147
TANGUTURU	TTR	9154144956
TANUKU	TNK	9347037832
TENALI	TNL	7207999251
TIRUPATHI	TPT	7207999252
TUNI	TUNI	7386999370
VISHAKAPATNAM	VSP	9393952214
VIZAYANAGARAM	VZM	9393952203
VJA-1TOWN	VJA1	9154140247
VJA-AUTO NAGAR	VJAAN	7207999287
VJA-BHAVANIPURAM	VJAB	7207999254
VJA-HANUMANPET	VJAH	7207999253
VJA-HANUMANPET2	VJAHB	9391902333
YANAM	YNM	7207999255

TELANGANA BRANCHES

Name	Code	Phone No.
ADILABAD	ABD	9154144959
ALERU	ALRU	7207993584
ARMOOR	ARR	7386999316
ASWARAOPETA	ASW	7207997586
BHADRACHALAM	BCLM	7207880748
GODAVARIKHANI	GDVK	7386999307
HANUMAKONDA	HNKD	7207999272
JADCHERLA	JDCL	9154323056
JAGITYALA	JGTL	7207881206
JANGAON	JGN	7207880414
KAMAREDDY	KMR	7386999315
KARIMNAGAR	KRMN	7207999284
KHAMMAM	KMM	7207993582
KODAD	KOD	7207880138
KORUTLA	KOR	7207881304
KOTHAGUDEM	KTGM	7207993583
MAHABOOBNAGAR	MBNR	9154323057
MANCHERIAL	MCRL	7386999308
MANUGURU	MNG	7207997588
METPALLY	MET	7207881864
MIRIYALAGUDA	MYG	9154140245
NALGONDA	NGD	9154140244
NARAYANPET	NYP	9154140253
NIRMAL	NRML	9154323060
NIZAMABAD	NZB	7386999317
PALAVANCHA	PLVC	7207993585
PEDDAPALLI	PDL	7386999306
SATHUPALLY	SUPY	7207885734
SHADNAGAR	SHNR	9154323054
SIDDIPET	SDPT	7207993581
SIRCILLA	SCL	7207993586
SURYAPET	SRP	9154140248
WARANGAL	WRGL	7207999272
WYRA	WYRA	7207885824

HYDERABAD CITY BRANCHES

Name	Code	Phone No.
HYD BOLLARAM	HBOL	7207880238
HYD-BEGUM BAZAR	HBGB	9154140255, 9399966629
HYD-BOWENPALLY	HBNP	7207999276
HYD-BOWRAMPET	HBWPT	9393953589, 7207999275
HYD-CHERLAPALLY	HCPL	7207999270
HYD-DEWAN DEVDI	HDVD	7207997585
HYD-ECIL	HECIL	9154323053
HYD-FATHENAGAR	HFTR	9154323055
HYD-HO	HHO	7207999274, 8297688888
HYD-JEEDIMETLA	HJDM	9392232232, 7207999266
HYD-JEEDIMETLA -II	HJDM-2	7207999266
HYD-KATEDAN	HKTDN	7207999269, 040-29350135
HYD-KGN P	HKGNP	7353820520
HYD-KING KOTI	HKOTI	7207999265, 040-29350131
HYD-KOMPALLY	HKOMP	7207999285
HYD-KUKATPALLY	HKKP	9391908889, 9393952217
HYD-MEDCHAL	HMED	7207885474
HYD-NACHARAM	HNCM	7207993590
HYD-OSMANGUNJ	HOSMG	9399966629, 040-24741144, 29560044
HYD-PATANCHERVU	HPTNC	7207999268, 08455293625
HYD-PRASHANTH NAGAR	HPSN	7386999372
HYD-PRASHANTH NAGAR-2	HPNR	9849037522
HYD-RAMANTHAPUR	HRMR	7207999279
HYD-RANIGUNJ	HRNG	7207999264, 7207999289
HYD-RANIGUNJ-II	HRNG2	7207993589, 7207999289
HYD-SR NAGAR	HSRN	7207999263
HYD-UPPAL	HUPL	7207997582
HYD-VANASTHALIPURAM	HVAN	7207999267, 040-29350133

MAHARASHTRA BRANCHES

MUM-ANDHERI	MAD	7738972560, 9137019678
MUM-BHIWANDI	MBW	9821009385, 7021960825
MUM-DONGRI	MDN	7208786294
MUM-MARKET(VT)	MMK	7208786293, 7208786295
MUM-SAKINAKA	MSK	7208786296, 9920023297
MUM-SANPADA	MSP	8291271999
MUM-SION	MSN	7208481527
PUNE-JEHINGIR HOSPITAL	PJEH	8149195355
PUNE-SANGAMWADI	PSGW	9967161815
MUM-BORIVELI	MBOR	9167496445
MUM-PAREL	MPAR	7208786295

Purchase Order

Original

From Company:	AMTZ Medpolis Square 801 Pvt Ltd Vm Steel Projrt Town Ship Sub Post office,Ground, Plot. No: D1-56, HUB Building, AMTZ CAMPUS, Pragati maidan,Vishakhapatnam Vishakapatanam,Andra Pradesh,530031 GSTNO:37AAXCA5638G1Z4	Delivery Location:	AMTZ 801 Pvt Ltd Vm Steel Projrt Town Ship Sub Post office,Ground, Plot. No: D1-56, HUB Building, AMTZ CAMPUS, Pragati maidan,Vishakhapatnam Vishakapatanam,Andra Pradesh,530031 -,..

Supplier Details				
Ganesh Tube Traders 5-1-373/11, old Ghasmandi, Ranigunj,Secunderaebad Secunderabad, TG, 500003 GSTIN:36ADBPJ8881C1ZJ Sandeep Jain, 9246330441 ganeshtubetraders@gmail.com	PO No	20250514016	Quote No	Nill
	PO Date	14 May 2025	Quote Date	15 May 2025
	Supply Type	Purchase Order	Requisition Num	20250513050

SNo.	Item Name	Qty	Rate	Dis%	Taxable Amount	GST%						Amount
						IGST%	CGST%	SGST%	IGST AMT	CGST AMT	SGST AMT	
1	CHEM2311-Chemical-Araldite---450gms-Nos.	3.00	600.00	0%	1,800	18%	0%	0%	324	0	0	2,124
Addl Spec	Normal											
								Total Amount ...	324	0	0	2,124

Rupees in words : Two Thousand One Hundred And Twenty Four Only.

Terms and Conditions:-

Additional Specifications	Nill.
Tax :	Inclusive of GST and other taxes.
Delivery Date :	Within 2 days of PO
Delivery Location :	As given above.
Transport:	By Purchaser

Purchase Order

Original

From Company:	AMTZ Medpolis Square 801 Pvt Ltd Vm Steel Projrt Town Ship Sub Post office,Ground, Plot. No: D1-56, HUB Building, AMTZ CAMPUS, Pragati maidan,Vishakhapatnam Vishakapatanam,Andra Pradesh,530031 GSTNO:37AAXCA5638G1Z4	Delivery Location:	AMTZ 801 Pvt Ltd Vm Steel Projrt Town Ship Sub Post office,Ground, Plot. No: D1-56, HUB Building, AMTZ CAMPUS, Pragati maidan,Vishakhapatnam Vishakapatanam,Andra Pradesh,530031 -,..

Supplier Details				
Navkar Electrical Enterprises 1141/B, Opp Arya samaj mandir Gujrati school lane RP road Secunderabad, TG, 500003 GSTIN:36BPCPB1957F1Z7 Mudit Bhansali, 9652726688 navkarelectricals2014@gmail.com	PO No	20250515006	Quote No	Nill
	PO Date	14 May 2025	Quote Date	15 May 2025
	Supply Type	Purchase Order	Requisition Num	20250514018

SNo.	Item Name	Qty	Rate	Dis%	Taxable Amount	GST%						Amount
						IGST%	CGST%	SGST%	IGST AMT	CGST AMT	SGST AMT	
1	ELEC5567-Electrical-PVC Surface Box--8Module-Nos.	1.00	105.00	0%	105	18%	0%	0%	19	0	0	124
								Total Amount ...	19	0	0	124

Rupees in words : One Hundred And Twenty Four Only.

Terms and Conditions:-

Additional Specifications	Nill.
Tax :	Inclusive of GST and other taxes.
Delivery Date :	Within 2 days of PO
Delivery Location :	As given above.
Transport:	By Purchaser
Advance Paid :	Nill
Payment Terms :	After delivery and on submission of bills.

Purchase Order

Original

From Company:	AMTZ Medpolis Square 801 Pvt Ltd Vm Steel Projrt Town Ship Sub Post office,Ground, Plot, No: D1-56, HUB Building, AMTZ CAMPUS, Pragati maidan,Vishakhapatnam Vishakapatanam,Andra Pradesh,530031 GSTNO:37AAXCA5638G1Z4	Delivery Location:	AMTZ 801 Pvt Ltd Vm Steel Projrt Town Ship Sub Post office,Ground, Plot. No: D1-56, HUB Building, AMTZ CAMPUS, Pragati maidan,Vishakhapatnam Vishakapatanam,Andra Pradesh,530031 -,..

Supplier Details				
Praful Sanitary 3-6-138/5,Himayat Nagar Hyderabad, TG, 500029 GSTIN:36ACWPG864A1ZG Mr. Ashish Gupta, 9849624797 prudvi@modiproperties.com	PO No	20250508038	Quote No	Nill
	PO Date	08 May 2025	Quote Date	08 May 2025
	Supply Type	Purchase Order	Requisition Num	20250508011

SNo.	Item Name	Qty	Rate	Dis%	Taxable Amount	GST%						Amount
						IGST%	CGST%	SGST%	IGST AMT	CGST AMT	SGST AMT	
1	PLUM1030-Plumbing-PVC SWR-Base saddle-50X20mm-Nos.	5.00	86.50	30%	433	18%	0%	0%	78	0	0	357
Addl Spec	Required Service saddle-50x25mm											
								Total Amount ...	78	0	0	357

Rupees in words : Three Hundred And Fifty Seven Only.

Terms and Conditions:-

Additional Specifications	Nill.
Tax :	Inclusive of GST and other taxes.
Delivery Date :	Within 2 days of PO
Delivery Location :	As given above.
Transport:	By Purchaser

08/05/25 05:35:55 PM