Weekly - Petty cash /expense card statement.

Name	Rajesh	Statement date	31.05.2025
Prepared by	S.Shravya	Sign	S.Shravya
From period	23.05.2025	To period	30.05.2025

Sl No	Debit to company	Debit to project	Description of expenses	Amount	Bill enclosed	GST bill
1.	MRM LLP	GMR	Towards cash paid to jai mathaji traders for purchase of 10mm anchor bolts as per inward no-484	480.00	Y	Y
2.	MRM LLP	GMR	Towards cash paid to ganesh electricals for purchase of plumbing material nipple,unions,teplon tape inwards no-481.	1840.00	Y	Y
3.	MRM LLP	GMR	Towards cash paid to sai krishana pumps for pumps for purchase of HDPE pipe nipples inwards no-478.	1180.00	Y	Y
4.	MRM LLP	GMR	Towards cash paid to balaji hardware electricals for purchase of 50mm long bead and CPVC-elbow inward no-466.	1907.00	Y	Y
5.	MRM LLP	GMR	Towards cash paid to jai ganesh traders for purchase of MS flange,MS coupling,MS bolts inward no-461.	1267.00	Y	Y
		Total		**6675.00**		

Amount to be credited by	☐ Transfer to Happay card, ☐ Transfer to expense card, ☐ Cash reimbursement, ☐ Transfer to personal a/c. ☐ Other:			
Approved by:	Div. Manager	Accountant	Accounts Manager	MD
Sign:				
Date: 31/05/2025				

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

Company/Firm	Modi Realty Mallapur LLP			
Project	Gulmohar Residency			
Voucher no.				
Account head	Petty cash			
Credit to	Rajesh			
Towards/description of work	Towards cash paid to jai mathaji traders for purchase of 10mm anchor bolts as per inward no-484			
Location of work				
Period	From:	23.05.2025	To:	30.05.2025
Amount in Rs.	480.00			
Amount in words	Four eighty only.			
Mode of payment	Cheque/trf no.	Date	Bank	
Prepared by	Approved by	Receivers name	Receivers signature	
S.Shravya				

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.

DEBIT VOUCHER				
Company/Firm	Modi Realty Mallapur LLP			
Project	Gulmohar Residency			
Voucher no.				
Account head	Petty cash			
Credit to	Rajesh			
Towards/description of work	Towards cash paid to ganesh electricals for purchase of plumbing material nipple,unions,teplon tape inwards no-481.			
Location of work				
Period	From:	23.05.2025	To:	30.05.2025
Amount in Rs.	1840.00			
Amount in words	One thousand eight hundred and fourty only.			
Mode of payment	Cheque/trf no.	Date	Bank	
Prepared by	Approved by	Receivers name	Receivers signature	
S.Shravya				

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.

DEBIT VOUCHER				
Company/Firm	Modi Realty Mallapur LLP			
Project	Gulmohar Residency			
Voucher no.				
Account head	Petty cash			
Credit to	Rajesh			
Towards/description of work	Towards cash paid to sai krishana pumps for pumps for purchase of HDPE pipe nipples inwards no-478.			
Location of work				
Period	From:	23.05.2025	To:	30.05.2025
Amount in Rs.	1180.00			
Amount in words	One thousand one hundred and eighty only.			
Mode of payment	Cheque/trf no.	Date	Bank	
Prepared by	Approved by	Receivers name	Receivers signature	
S.Shravya				

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.

DEBIT VOUCHER				
Company/Firm	Modi Realty Mallapur LLP			
Project	Gulmohar Residency			
Voucher no.				
Account head	Petty cash			
Credit to	Rajesh			
Towards/description of work	Towards cash paid to balaji hardware electricals for purchase of 50mm long bead and CPVC-elbow inward no-466.			
Location of work				
Period	From:	23.05.2025	To:	30.05.2025
Amount in Rs.	1907.00			
Amount in words	One thousand nine hundred and seven only.			
Mode of payment	Cheque/trf no.	Date	Bank	
Prepared by	Approved by	Receivers name	Receivers signature	
S.Shravya				

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.

DEBIT VOUCHER				
Company/Firm	Modi Realty Mallapur LLP			
Project	Gulmohar Residency			
Voucher no.				
Account head	Petty cash			
Credit to	Rajesh			
Towards/description of work	Towards cash paid to jai ganesh traders for purchase of MS flange,MS coupling,MS bolts inward no-461.			
Location of work				
Period	From:	23.05.2025	To:	30.05.2025
Amount in Rs.	1267.00			
Amount in words	One thousand two hundred and sixty seven only.			
Mode of payment	Cheque/trf no.	Date	Bank	
Prepared by	Approved by	Receivers name	Receivers signature	
S.Shravya				

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.

G. Vijay

CASH BILL

Cell : 9581568197
9642418545, 7013085657

JAI MATHAJI TRADERS

Electricals, Hardware, Paints, Sanitary, G.I., C.I. & AC Pipes, Raasi, Priya Cement

Dealers : Asian Paints, Ashirvad CPVC & Tools, V-Belts, Bearings, Anchor Brands Electrical Goods Industrial All Building Materials

Plot No. 33/B, Sakkubai Residency, Main Road, Mallapur, Hyd - 76.

M/s. Modi Realty Mallapur Dt. 30/5/25

PARTICULARS	QTY.	RATE	AMOUNT Rs.	Ps.
1) 10mm A Bolt (Anchor Bolt)	30		480	
			480	
TOTAL				

INWARD
MODI REALTY MALLAPUR LLP
Ward No. 484 Dt. 30/5/25
MRN No.
Received By... Sign...

Goods once sold will not be taken back

Signature

CASH BILL

Cell : 9906639047

GANESH
ELECTRICAL & HARDWARE

Dealers In : Surya Cam, Sanitary, Asian Paints, Anchor, Rama, Maru, Altek, Sudhakar PVC Pipes & Methon Etc. ALL TYPES OF CEMENT SUPPLIERS

Shop No. 1, Plot No. 1 & 2, NFC Bridge, Beside Noma Function Hall, Mallapur, Hyderabad - 78.

No.

Name MODI Realty LLP Date 29/5/2025

Address mallapur

Sl.No.	DESCRIPTION	Qty.	Rate	Amount	
1	50x40 UT [illegible]	2		560	00
2	— 40mm [illegible]	2		170	00
3	50mm [illegible]	2		680	
4	50mm [illegible] 3E	2		280	
5	[illegible]	5		150	
			TOTAL	1840	00
			CGST		
			SGST		
			G.TOTAL	1840	

INWARD
MODI REALTY MALLAPUR LLP
Ware No ...... DL 29/5/25
MRN No 481
Received By ...... Sign

GSTIN : 36CGKPS7132M1ZQ

For Ganesh Electrical & Hardware

Signature

Goods once sold will not be taken back or exchange Thank You

GSTIN :36ARRPA0293PIZA

TAX INVOICE

CASH CREDIT

Ph : 09676435884
09348307472

SAI KRISHNA PUMPS 'N' BOREWELLS

SAI KRISHNA SKP Sins : 1999

Auth. Dealers : V-Guard, CRI, V3, V4, V6,
Submersible, Openwell Pumps & Monoblock

S.No. 1, Plot No. 1 & 2, Beside N.F.C. Bridge, Near Noma Function Hall, Mallapur, Hyd-76.

Details of Receiver (Billed to)

Name M/s MODI REALTY MALLAPUR
Address LLP
State 5-4-187/3 & 4. 3rd FLOOR
SOHAM. MANSION. M.G ROAD
State Code
GSTIN 36AAEFM1459R1ZP.
Address of Delivery

Invoice No. : 199

Invoice Reference No. :

Date : 29/05/25.

Lorry No. :

S.No.	Description	HS/Accounting Code	Qty.	GST	Rate	Taxable Value
1	HDPE Pipe Nipple 50mm	3917	2nos	180	500/-	1000
			Invoice Value	180		1000 -
			CGST 9%			90 -
			SGST 9%			90 -
			IGST			
			Grand Total			1180 -

INWARD
MODI REALTY MALLAPUR LLP
Ward No 478 Dt. 28/5/25
MRN No.
Received By

Total Invoice Value in words

One Thousand One Hundred Eighty only.

1. Subject to Secunderabad Jurisdction. 2. Goods once sold will not be taken back
3. If the bill is not paid within 15 days interest will be charged @ 20 P.A.

For SAI KRISHNA PUMPS 'N' BOREWELLS

Designation

Signature

Tax Invoice

e-Invoice

IRN : 8ee0319a22dc60bc4171ffa53faa1971c69451e75-cd31d02366010fa75e23704
Ack No. : 112525158499464
Ack Date : 29-May-25

Balaji Hardware Electricals Paints&Sanitary
#5-229-4,NFC Road,Krishna Nagar Colony,Moula Ali
Telangana,Hyderabad-500040
Mobil No 9666212579
GSTIN/UIN: 36AUJPC7126N1ZC
State Name : Telangana, Code : 36
Contact : 040-48512421,9666212579
E-Mail : prakashchoudharydevada@gmail.com

Invoice No. **25-26/429**	Dated **28-May-25**
Delivery Note	Mode/Terms of Payment
Reference No. & Date. **429 dt. 28-May-25**	Other References
Buyer's Order No.	Dated
Dispatch Doc No.	Delivery Note Date
Dispatched through	Destination
Terms of Delivery	

Buyer (Bill to)
Modi Realty Mallapur LLP
5-4-187/3&3, Soham, Mansion, MG Road,
Secunderabad
GSTIN/UIN : 36AAEFM1459R1ZP
State Name : Telangana, Code : 36
Contact No. :
Place of Supply : Telangana

Sl No.	Description of Goods	HSN/SAC	Quantity	Rate (Incl. of Tax)	Rate	per	Amount
1	**50mm Long Bend**	39174000	**3.00 Nos**	438.96	372.00	Nos	**1,116.00**
2	**CPVC-2" ELBOW 90D LP W/O RIB P30**	39174000	**2.00 Nos**	295.00	250.00	Nos	**500.00**
							1,616.00
	CGST						**145.44**
	SGST						**145.44**
	Round Off						**0.12**
	Total		**5.00 Nos**				**₹ 1,907.00**

Amount Chargeable (in words) *E. & O.E*
INR One Thousand Nine Hundred Seven Only

HSN/SAC	Taxable Value	CGST Rate	CGST Amount	SGST/UTGST Rate	SGST/UTGST Amount	Total Tax Amount
39174000	1,616.00	9%	145.44	9%	145.44	290.88
Total	**1,616.00**		**145.44**		**145.44**	**290.88**

Tax Amount (in words) : **INR Two Hundred Ninety and Eighty Eight paise Only**

Company's Bank Details
A/c Holder's Name : **Balaji H\w Electrics Paints& Sanitary**
Bank Name : **Canara Bank**
A/c No. : **3087201000139**
Branch & IFS Code : **Kapra & CNRB0003087**
SWIFT Code :

Declaration
We declare that this invoice shows the actual price of the goods described and that all particulars are true and correct.

for Balaji Hardware Electricals Paints&Sanitary

Authorised Signatory

This is a Computer Generated Invoice

INWARD
Inward No: 466 Dt: 28/5/25
MRN No: Dt:
Received By: Sign:
MODI REALTY MALLAPUR LLP

Tax Invoice

(ORIGINAL FOR RECIPIENT)

JAI GANESH TRADERS
GROUND FLOOR, 4-6-5/4&4-6-5,
NACHARAM MALLAPUR MAIN ROAD,
SAVARKAR NAGAR, NACHARAM,SECUNDERABAD-500076
GSTIN/UIN: 36AYAPC4097M2Z6
State Name : Telangana, Code : 36

Invoice No. **299**	Dated **27-May-25**
Delivery Note	
Reference No. & Date.	Other References
Buyer's Order No.	Dated
Dispatch Doc No.	Delivery Note Date
Dispatched through	Destination

Buyer (Bill to)
Modi Realty Mallapur Llp
Mg Road Secunderabad
GSTIN/UIN : 36AAEFM1459R1ZP
State Name : Telangana, Code : 36

Sl No.	Description of Goods	HSN/SAC	Quantity	Rate	per	Amount
1	**Ms Flange 11/2**	7307	**2 NOS**	150.00	NOS	**300.00**
2	**Ms Flange 1"**	7307	**2 NOS**	140.00	NOS	**280.00**
3	**Ms Coupling 1"**	7307	**2 NOS**	70.00	NOS	**140.00**
4	**Ms Coupling 11/4**	7307	**2 NOS**	110.00	NOS	**220.00**
5	**Ms Bolt 1/2x11/2**	7318	**1.34 KGS**	100.00	KGS	**134.00**
						1,074.00
	CGST					**96.66**
	SGST					**96.66**
	Less : ***Round Off***					**(-)0.32**
	Total					**₹ 1,267.00**

INWARD
MODI REALTY MALLAPUR LLP DT 27/5/25
Ward No. 4461
MRN No
Received By
Sign

Amount Chargeable (in words)

E. & O.E

INR One Thousand Two Hundred Sixty Seven Only

HSN/SAC	Taxable Value	CGST Rate	CGST Amount	SGST/UTGST Rate	SGST/UTGST Amount	Total Tax Amount
7307	940.00	9%	84.60	9%	84.60	169.20
7318	134.00	9%	12.06	9%	12.06	24.12
Total	**1,074.00**		**96.66**		**96.66**	**193.32**

Tax Amount (in words) : **INR One Hundred Ninety Three and Thirty Two paise Only**

Company's Bank Details
Bank Name : **COSMOS BANK**
A/c No. : **913100106088**
Branch & IFS Code : **Nacharam, Hyd & COSB0000913**

Declaration
We declare that this invoice shows the actual price of the goods described and that all particulars are true and correct.

for JAI GANESH TRADERS

Authorised Signatory

This is a Computer Generated Invoice


GANESH
ELECTRICAL & HARDWARE
TOTAL


REDLION


CPVC
by hindware