Weekly - Petty cash /expense card statement.

Name	D. Shiva Shankar	Statement date	04/06/25
Prepared by	D. Shiva Shankar	Sign	Sw
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	FASTag Recharge Bus 3044	500	☑Y ☐N	☐Y ☑N
2.	MH SVC	MH SVC	ADHINANDAN FUEL STATION	1580	☑Y ☐N	☐Y ☑N
3.	MH SVC	MH SVC	SUPER CAR A/C 3044	9700	☑Y ☐N	☐Y ☑N
4.	MH SVC	MH SVC	FASTag Recharge Bus 3044	500	☑Y ☐N	☐Y ☑N
5.	MH SVC	MH SVC	Parking Charges C3122	80	☑Y ☐N	☐Y ☑N
6.	MH SVC	MH SVC	K.G.N. TYRE Puncture Shop Skoda	700	☑Y ☐N	☐Y ☑N
7.	MH SVC	MH SVC	Indusind Bank FASTag Recharge 8387 Skoda	300	☑Y ☐N	☐Y ☑N
8.	MH SVC	MH SVC	VVC MOTORS 3044	3530	☑Y ☐N	☑Y ☐N
9.					☐Y ☐N	☐Y ☐N
10.					☐Y ☐N	☐Y ☐N
11.			Total:	16860		

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:				
Date:				

APPROVED BY
04 JUN 2025
G. JAI KUMAR
AGM-HR & ADMIN

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

MH SVC

DEBIT VOUCHER

Voucher No. ______________

A/c. ______________ Date : 03/06/25

		Rs.	Ps.
Paid to	fASTag Recharge		
towards	fASTag Recharge to Bus	500	00
	TS10 UD 3044		
Rupees	five Hundred Rupees only		
Paid by Cheque / Cash ✓	Cheque No. ___ Dated ___ Drawn on Bank ___	500	00

Shiva
Prepared by

Approved by

Receiver's Signature

MH SVC

DEBIT VOUCHER

Voucher No. ______

No. ______ Date : 27/08/24

Paid to Ashok Reddy	Rs.	Ps
towards Hired vehicle to Bus	500	00
TS 10 UD 2004		
Rupees five hundred rupees only		
Paid by Cash ✓ / Cheque — Cheque No. — Dated — Drawn on Bank	500	00

Prepared by

Approved by

Receiver's Signature

8:23 4G 66%

FASTag Recharge successful

08:23 AM on 03 Jun 2025

FASTag Recharge for

HDFC Bank - Fastag ₹500

TS10UD3044

Bill Details

Payment details

Transaction ID

NB25060308230642745901382

Bharat Connect Transaction ID

PP015154BB2MT0NAO648

Debited from

XXXXXX5850 ₹500

UTR: 741606937609

View History

View Receipt

Split Expense

Share Receipt

Contact PhonePe Support

Powered by

UPI AXIS BANK

MA SVC

DEBIT VOUCHER

Voucher No. ______________

A/c. ______________ Date : 02/06/25

Paid to ADHINANDAN FUEL STATION	Rs.	Ps.
towards Purchasing of ADD blue on	1880	00
DM No. - 1221		
Rupees one thousand five hundred fifty		
only		
Paid by Cheque / Cash ✓ — Cheque No. — Dated — Drawn on Bank	1550	00

APPROVED BY
02 JUN 2025
G. JAIKUMAR
AGM HR & Admin

Prepared by Srini

Approved by

Receiver's Signature

DEBIT VOUCHER

Voucher No. ____________

A/c. ____________ Date: 02/06/25

Paid to	[illegible]	Rs.	Ps.
Towards	[illegible]	1280	00
	[illegible]		
Rupees	One thousand two hundred eighty only		
Paid by Cash / Cheque	Cheque No. / Dated / Drawn on Bank	1280	00

Prepared by

APPROVED BY
02 JUN 2025
G. JAIKUMAR
AGM HR & Admin

Authorised 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. 1221 Date : ....

Name TS 10 UD 3044 No. ....

Particulars	Qty.	Amount Rs. Ps.
HSD / Diesel		1550
MS/Petrol		
Oils / Lubes		
TOTAL		1550

TIN : 36411476844

Signature

29/11/24

MHSVC

DEBIT VOUCHER

Voucher No. ____________

Date : 26/05/25

A/c. ____________

	Rs.	Ps.
Paid to SUPER CAR A/C	9700	00
towards A/C Repairs & SERVICE works		
Bus TS 10 UD 3044 Bill no: 382		
Rupees Nine thousand Seven Hundred		
only		
Paid by Cheque / Cash ✓ — Cheque No. ____ Dated ____ Drawn on Bank ____	9700	00

APPROVED BY
2 6 MAY 2025
G. JAI KUMAR
AGM-HR & Admin

Shiva
Prepared by

Approved by

Receiver's Signature

DEBIT VOUCHER

Voucher No. ______________ Date : 25/05/25

A/c. ______________

	Rs	Ps
Paid to	9700	00
Towards		
Rupees Nine thousand seven hundred only		
Paid by Cash / Cheque — Cheque No. — Dated — Drawn on Bank	9700	00

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

Prepared by — Approved by — Receiver's Signature

CASH BILL

Cell : 9866049584
9346431186

Super CAR A/C. SERVICE CENTRE

Spl. in : Mobile Car Air Condition, A/c., Buses and Trucks

Shop No. 9/A, B-Block, Budha Bhavan Complex, Sanjeevayya Park Road,
Tank Bund, Secunderabad, T.S.

To
MODI HOUSING PVT LTD
TS10UD 3044
M.G. Road Seckbad

No 387

Date 24/05/25

Vehicle No. TS10UD 3044

Sl. No	PARTICULARS	Qty.	RATE.	AMOUNT
1,	GASS filling work		7500	7500
2,	OIL COMPRESSOR		1400	1400
3,	Laser work		800	800
			TOTAL	9700

NO GUARANTY WARANTY

For SUPER CAR A/C. SERVICE CENTRE

CASH BILL

SUPER CAR A/C SERVICE CENTRE

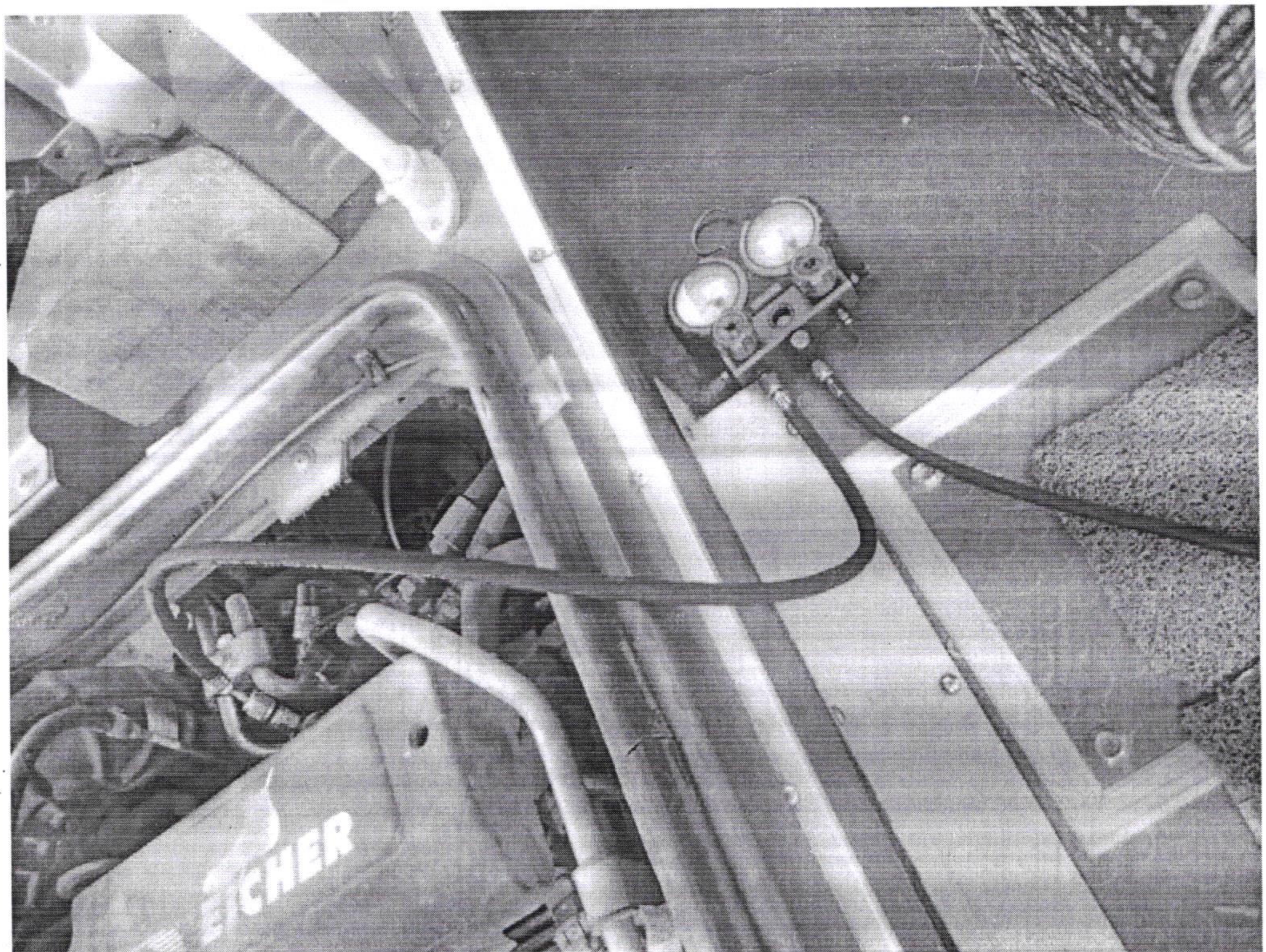
Spl. in: Mobile Car Air Condition, A/c. Buses and Trucks

Bhavan Complex, Sanjeevaiah Park Road

Tank Bund, Secunderabad

S.No.	PARTICULARS	QTY.	RATE	AMOUNT
1	[illegible]		[illegible]	[illegible]
2	[illegible]		[illegible]	[illegible]

NO GUARANTY


EICHER


EMERGENCY EXIT

MIA SVC

DEBIT VOUCHER

Voucher No. ______________

A/c. ______________ Date : 26/05/25

	Rs.	Ps.
Paid to fASTag recharge		
towards fASTag recharge for Bus TS10 UA 3044	500	00
Rupees five Hundered only		
Paid by Cheque / Cash ✓ — Cheque No. ___ Dated ___ Drawn on Bank ___	500	00

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

Prepared by Approved by Receiver's Signature

404 SVC

DEBIT VOUCHER

Voucher No. ____________

A/c ____________ Date : 26/05/25

		Rs.	Ps.
Paid to	FASTag Recharge		
towards	FASTag Recharge for our TS10 UA 3041	500	00
Rupees	Five Hundred only		
Paid by Cheque/Cash	Cheque No. / Dated / Drawn on Bank	500	00

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

Prepared by

Approved by

Receiver's Signature

पे FASTag Recharge successful
06:00 PM on 20 May 2025

FASTag Recharge for

HDFC Bank - Fastag **₹500**
TS10UD3044

Bill Details

Customer Name :	CHATHIRI KRISHNA

Payment details

Transaction ID
NB25052018000850735190902

Bharat Connect Transaction ID
PP015140BB1MY1E0E901

Debited from
XXXXX1800025272 ₹500
UTR: 865087394260

Powered by
UPI AXIS BANK

MHSVL

DEBIT VOUCHER

Voucher No. ____________

A/c. ____________ Date : 02/06/25

	Rs.	Ps.
Paid to R.R.Dist Court parking Cm.Shekar		
towards Paid Amount for Parking at	80-	00
R.R. Dist court TS10UB 3122		
Rupees Eighty Rupees only — x		
Paid by Cheque / Cash — Cheque No. ____ Dated ____ Drawn on Bank ____	80-	00

APPROVED BY
02 JUN 2025
G. JAI KUMAR
AGM-HR & Admin

m. shekar
Prepared by

Approved by

Receiver's Signature

MH SVC

DEBIT VOUCHER

Voucher No. ______________

A/c. ______________ Date : 02/06/25

Particulars	Rs.	Ps.
Paid to K. G. N. TYRE PUNCTURE Shop		
towards TYRE Puncture & Air filter cleaning & Air cleaner filter change to BUS TS 10 UD 3044	700	00
Rupees		
Paid by Cheque / Cash ✓ — Cheque No. ____ Dated ____ Drawn on Bank ____	700	00

APPROVED BY
02 JUN 2025
G. JAI KUMAR
AGM-HR & Admin

Prepared by — Approved by — Receiver's Signature

MH SVC

DEBIT VOUCHER

Voucher No. ____________

A/c. ____________ Date 02/06/25

Paid to K. G. N. TYRE Puncture Shop	Rs.	Ps.
towards TYRE Puncture & Air filling [illegible] [illegible] [illegible] future [illegible] to 5003 [illegible]	700	00
Rupees		
Paid by Cash / Cheque Cheque No. Dated Drawn on Bank	700	00

APPROVED BY
0 2 JUN 2025
GIJAI KUMAR
AGM-HR & Admin

Prepared by   Approved by   Receiver's Signature

K.G.N. TYRE PUNCTURE SHOP

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

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

No.

Date : 12-05-25

Vehicle No. TS10UD-3044 Cell:

Driver Name

S.No.	PARTICULARS	Rate	Amount Rs. Ps.
1	Punture Fitting	250	700-00
2	Opening Fitting	100	
3	Bolt Fitting		
4	Omni Patch		
5	Tyre		
6	Tube		
7	Flap		
8	Gatter		
9	Grease –	300-	
10	Air Check –	50	
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	700-00

9550417130

Old Tyres, Tube & Flaps Available Here

Signature

K.G.N. TYRE PUNCTURE SHOP

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

Prop. Md. Khursid

Cell : 9550417130

No. Date : 13-05-25

Vehicle No. TS10 UD 3446 Cell :

Driver Name :

S.No.	PARTICULARS	Rate	Amount Rs.	Ps.
1	Punture Fitting	250	700	00
2	Opening Fitting	100		
3	Bolt Fitting			
4	Cmnt Patch			
5	Tyre			
6	Tube			
7	Flap			
8	Gatter			
9	Grease	300		
10	Air Check	50		
11	Filter Cleaning			
12	Mota Gatter			
13	1000/20 Tubes			
14	Lorry Nail Fitting			
15	Wall Pin			
16	Extra Puncture			
17	Tubeless Nail			
18	Tubeless Puncture			
19	Tubeless Tyre Open & Fitting			
		TOTAL	700	00

9550417130

Old Tyres, Tube & Flaps Available Here

Signature

MHSVC

DEBIT VOUCHER

Voucher No. ______________

A/c. ______________ Date : 02/06/25

Particulars	Rs.	Ps.
Paid to IndusInd Bank (M. Shelar)		
towards Fast tag Recharge of Vehicle no.-TS10UB8387 — x —	300 —	00
Rupees Three hundred Rupees only — x —		
Paid by Cheque/Cash — Cheque No. ____ Dated ____ Drawn on Bank ____	300 —	00

M. Shelar
Prepared by

APPROVED BY
02 JUN 2025
G. JAI KUMAR
AGM-HR & Admin
Approved by

Receiver's Signature

पे

FASTag Recharge successful
05:43 pm on 31 May 2025

FASTag Recharge for

IndusInd Bank FASTag — **₹300**
TS10UB8387

Bill Details

Customer Name : SHEKAR

Payment details

Transaction ID
NB25053117432590614168482

Bharat Connect Transaction ID
PP015151BB5H41D91349

Debited from
XXXXXX0521 — ₹300
UTR: 437531887993

Powered by

MIHSVC

DEBIT VOUCHER

Voucher No. ____________ Date : 24/05/25

A/c. ____________

	Rs.	Ps.
Paid to VVC MOTORS	3530	00
towards Miner Reparing works bus		
TS10 UD 3044		
Rupees Three thousand five hundred Thirty only		
Cheque No. ____ Dated ____ Drawn on Bank ____	3530	00

Paid by Cheque / Cash ✓

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

APPROVED BY
24 JUN 2025
G. JAI KUMAR
AGM-HR & Admin

Shiva
Prepared by

Approved by

Receiver's Signature

DEBIT VOUCHER

Voucher No. ____________

A/c. ____________ Date: 24/05/25

	Rs.	Ps.
Paid to NVS Motors		
towards Minor Repairing work for	3530	00
TS10 UD 2644		
Rupees Three thousand five hundred thirty		
only		
Paid by Cash/Cheque Cheque No. Dated Drawn on Bank	3530	00

Prepared by

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

APPROVED BY
24 JUN 2025
G. JAI KUMAR
AGM-HR & Admin

Approved by

Receiver's Signature

EICHER

VVC MOTORS

Image Field

Tax Invoice

Customer Details: 12305254

MODI HOUSING PVT LTD
hayathnagar
VANASTALIPURAM
HAYATHNAGAR
India 500070

Invoice No.	4790122500553	**Internal Ref No.**	3007084045
Invoice Date	22.05.2025	**INS Date**	19.01.2024
Odometer	38987 KM	**Tipper Reading**	0 KM
Job Card No.	4008124196	**Place of Supply**	Telangana
Job Card Date	22.05.2025	**Vehicle Reg No.**	TS10UD3044
Job Card Type	ZUNR	**Payment Type**	CREDIT
Model	2075 H SRL STF AC BSVI WOS ESC		
Sale Date	19.01.2024		
Insurance Policy		**Man JC Date**	
Insurance Co.		**Man JC**	

Contact No. 9502199355 **PAN No.** AADCM5906D

Chassis No. MC2FCHRT0PH533593

Engine No. E446CDPG075576

Receiver GST Reg No. 36AADCM5906D2ZO **IRN No.**

Spare Part Details

S.NO	Part No./(HSN)(%)	Part Description	Qty	UoM	Net Amt. unit Rs	Dis Rs	Taxable Amt	CGST Amt	SGST Amt	KFC Amt	Total
1	IM300205(38200000) 9%	EICHER PREMIUM COOLANT	1	NOS	266.95	0.00	266.95	24.03	24.03	0.00	315.01
2	IU432801(85124000) 9%	WIPER BLADE	2	NOS	656.78	0.00	1,313.56	118.22	118.22	0.00	1,550.00

Total taxable amount-Spares	1,580.51
CGST	142.25
SGST	142.25
Kerala Flood Cess	0.00
Spare Sub Total (with Tax)	1,865.01

Labour Details

S.NO	Labour(SAC)(%)	Labour Description	Gross Amt(w/o Tax)	Dis Rs.	Taxable Amt	CGST Amt	SGST Amt	KFC Amt	Total

GST No. 36AASFV3189K1Z9 **CIN No.** **PAN**

Email vvceicherhyderabad@gmail.com **Phone** 9154775291

1/C Block No 30 SRMT, Hayathnagar
Hyderabad Bagh, Hayathnagar Autonagar
508207 9154775291

3007084045/1/5

For more updates Whatsapp us **8527653531**

EICHER

VVC MOTORS

1	0117991027(998714) 9%	General Checkup/ ElectricalCheckup/Top Up	575.00	0.00	575.00	51.75	51.75	0.00	678.50
2	0105511131(998714) 9%	WIPER BLADE ASSY...REPLACEMENT(all)	115.00	0.00	115.00	10.35	10.35	0.00	135.70
3	0117420099(998714) 9%	Passanger door alignment done	720.48	0.00	720.48	64.84	64.84	0.00	850.16

Total taxable amount-Labour	1,410.48
CGST	126.94
SGST	126.94
Kerala Flood Cess	0.00
Labour Spare Sub Total (with Tax)	1,664.36
Invoice Amount	3,529.37
Loyalty Points Redeemed	0
Net Payable Amount	3,529.37

THREE THOUSAND FIVE HUNDRED TWENTY NINE RUPEES THIRTY SEVEN PAISE

Replaced Under Warranty/AMC/FOC

S.NO	Item Code	Item Description	Quantity
1	0117444449	CUSTOMER APPROVAL/MANPOWER ISSUE	¤5.00

HSN Code Summary (*TCS/KL Cess not included)

HSN	Taxable Amt	IGST Rate %	Value	CGST Rate %	Value	SGST Rate %	Value	Total Amt with Tax
38200000	266.95	0.00 %	0.00	9	24.03	9	24.03	315.01
85124000	1,313.56	0.00 %	0.00	9	118.22	9	118.22	1,550.00
998714	1,410.48	0.00 %	0.00	9	126.94	9	126.94	1,664.36
							Total Invoice Amt	3529.37

GST No. 36AASFV3189K1Z9 **CIN No.** **PAN**

Phone **9154775291**

Email vvceicherhyderabad@gmail.com

1/C Block No 30 SRMT, Hayathnagar
Hyderabad Bagh, Hayathnagar Autonagar
508207 9154775291

3007084045/2/5

For more updates Whatsapp us **8527653531**

EICHER

VVC MOTORS

Terms and Conditions:

1. Goods once sold will not be taken back or exchanged except as required by law.
2. If the payment is not made within 7 days, interest @24% will be charged from the date of delivery.
3. I acknowledge that i have received my vehicle after completion of all repairs carried out to my satisfaction. I confirm that the vehicle is in good condition. i Further authorize this workshop to contact me by call or sms to inform me with any other Information in relation to my vehicle.
4. Subject to __________________Jurisdiction.

Customer's Signature
MODI HOUSING PVT LTD

VVC MOTORS
(Authorized Signatory)
Prepared By: SANEM NISHANTH GOUD

In case of any kind of feedback, suggestion or complaint, please contact us at wecare@eicher.in

GST No. 36AASFV3189K1Z9 **CIN No.** **PAN**

Email **vvceicherhyderabad@gmail.com** **Phone** **9154775291**

1/C Block No 30 SRMT, Hayathnagar
Hyderabad Bagh, Hayathnagar Autonagar
508207 9154775291

3007084045/3/5

For more updates Whatsapp us **8527653531**