Weekly - Petty cash /expense card statement.

Name	G Murali Mohan	Statement date	12/6/25
Prepared by	Gmurali	Sign	Gmurali
From period		To period	

Sl No	Debit to company	Debit to project	Description of expense	Amount	Bill enclosed	GST bill
1.	Modi Realty	Mallapur	GMR Paper Inserts at Safilguda	2000	Y N	Y N
2.	"	"	Flex Printing charges '8x6'	504	Y N	Y N
3.	"	"	Flex Printing " 6x4 2 no,	504	Y N	Y N
4.	"	"	Flex Printing " '8x3'	252	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			3260		

Amount to be credited by	Transfer to Happy card, Transfer to expense card, Cash reimbursement, Transfer to personal a/c. Other:			
Approved by:	Div. Manager	Accountant	Accounts Manager	MD
Sign:	APPROVED BY PRASAD MANAGER PROMOTION 12 JUN 2025			
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

DEBIT VOUCHER			
Company/Firm	Modi Realty Mellapur LLP		
Project	YMR		
Voucher No.			
Account head			
Paid to	Paper Insorts		
Towards/description of work	YMR Paper Insorts Doreet Saltsgua 50,000,		
Location of work			
Amount in Rs.	2000/-		
Amount in words	Two thousand only		
Mode of payment			
	Cheque/trf No.	Date 12/6/25	Bank
Prepared by	Approved by	Receivers Name	Receivers Signature
Ymrti	[signature]		

APPROVED BY
12 JUN 2025
E. PRASAD
MANAGER PROMOTION

DEBIT VOUCHER			
Company/Firm	Modi Reality Mallapur LLP		
Project	GMR		
Voucher No.			
Account head			
Paid to	SRI BHAVANI DIGITALS		
Towards/description of work	Flex Printing charges '8x6'		
Location of work			
Amount in Rs.	504/-		
Amount in words	Five Hundred Four only		
Mode of payment			
	Cheque/trf No.	Date 12/6/25	Bank
Prepared by	Approved by	Receivers Name	Receivers Signature
GMWPL	APPROVED BY 12 JUN 2025 E. PRASAD MANAGER PROMOTION		

Invoice No: 10 Date:15.04.2025

To,

M/s. **Modi Realty Mallapur LLP**

5-4-187/3&4,IInd Floor,

MG Road,Secunderabad-05

HSN CODE: 4911

S.No.	Particulars	Qty	Rate	Amount
1	Promotions 300gsm Blackout Flex Printing Charges Gulmohar 8x6 @ 10.5	4.461	113	504
			Total	**504**

Rupees in words: **FiveHundred Four Rupees Only**

APPROVED BY
12 JUN 2025
E. PRASAD
MANAGER PROMOTION

For **SRI BHAVANI DIGITALS**

SRI BHAVANI DIGITALS

DEBIT VOUCHER			
Company/Firm	Modi Reality Mellorit LLP		
Project	GMR		
Voucher No.			
Account head			
Paid to	SRI BHAVANI DIGITALS		
Towards/description of work	Flex Printing Charges Sangam Gt4 2nd,		
Location of work			
Amount in Rs.	504/-		
Amount in words	Five Hundred Four only		
Mode of payment			
	Cheque/trf No.	Date 12/6/25	Bank
Prepared by	Approved by	Receivers Name	Receivers Signature
Pravan	APPROVED BY 12 JUN 2025 E. PRASAD MANAGER PROMOTION		

Date:15.04.2

Invoice No: 04

To,

M/s. **Modi Realty Mallapur LLP**
5-4-187/3&4,IInd Floor,
MG Road,Secunderabad-05.

HSN CODE: 4911

S.No.	Particulars	Qty	Rate	Amount
1	Promotions 300gsm Blackout Flex Printing Charges Gulmohar 6x4-2nos @ 10.5	4.461	113	504
			Total	504

Rupees in words: Five Hundred Four Rupees Only

APPROVED BY
12 JUN 2025
E. PRASAD
MANAGER PROMOTION

SRI BHAVANI DIGITALS

For SRI BHAVANI DIGITALS

DEBIT VOUCHER

Company/Firm	Modi Reality Mallapur LLP		
Project	GHR		
Voucher No.			
Account head			
Paid to	SRi BHAVANi DIGiTALS		
Towards/description of work	Flex Printing charges '8x3'		
Location of work			
Amount in Rs.	252/-		
Amount in words	Two Hundred Fifty Two only		
Mode of payment			
	Cheque/trf No.	Date 12/6/25	Bank
Prepared by	Approved by	Receivers Name	Receivers Signature
Pawan	APPROVED BY 12 JUN 2025 E. PRASAD MANAGER PROMOTION		

Invoice No: 02 **Date:15.04.2025**

To,

M/s. **Modi Realty Mallapur LLP**

5-4-187/3&4,IInd Floor,

MG Road,Secunderabad-05.

HSN CODE: 4911

S.No.	Particulars	Qty	Rate	Amount
1	Promotions 300gsm Blackout Flex Printing Charges Gulmohar 8X3 @ 10.5	2.23	113	252
			Total	**252**

Rupees in words: **Two Hundred Fifty Two Rupees Only**

SRI BHAVANI DIGITALS R.K. PURAM

For **SRI BHAVANI DIGITALS**