

Scanned

Weekly - Petty cash /expense card statement

Name		D. Shiva Shemar		Statement date	13/06/25
Prepared by		D. Shiva Shemar		Sign	Sh
From period				To period	

Sl No	Debit to company	Debit to project	Description of expense	Amount	Bill enclosed	GST bill
1.	M.P.SVC		Travelers Chery Per Taxon SA	2829	NY ON	NY ON
2.	M.P.SVC		NEW DIVE Shop sum	1600	NY ON	NY ON
3.	M.P.SVC		Rosa & Co. Drummer h360	1520	NY ON	NY ON
4.	M.P.SVC		ZIO DIGITAL Life sum PAW	10567	NY ON	NY ON
5.	M.P.SVC		Travelers Chery Per Taxon SA	1609	NY ON	NY ON
6.	M.P.SVC		Water Layer sum manchorov	800	NY ON	NY ON
7.					NY ON	NY ON
8.					NY ON	NY ON
9.					NY ON	NY ON
10.					NY ON	NY ON
11.					NY ON	NY ON
				Total:	18925	

Amount to be ☐ Transfer to expense card, ☐ Cash reimbursement, ☐ Transfer to personal a/c, ☐ Other:

Approved by: APPROVED BY 13 JUN 2025 G. JAL KUMAR

Sign: APPROVED BY 13 JUN 2025 G. JAL KUMAR

Date: APPROVED BY 13 JUN 2025 G. JAL KUMAR

Notes: 1. Scanned copy of this statement to be submitted to the Accounts Manager by Friday 2pm. 2. Original vouchers to be attached to this statement and send to respective accountant by Monday. 3. Accountants to make payment on receipt 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

MPSC
AMT2

Voucher No. _____

A/c. _____ Date : 12-06-25

Paid to : Travelling to Kargil AMT2.	Rs.	Ps.
towards : Bus ticket to returning back to Hyderabad.	1,867/-	
Food & Food Expenses for 9 days in Kargil.	42/-	
Rupees : Two thousand eight hundred and fifty.	120/-	
Other Rupees	400/-	
Cheque No.	Dated	Drawn on Bank
Paid by	Cheque	Cash
2,829 -	00.	

Receiver's Signature



Approved by

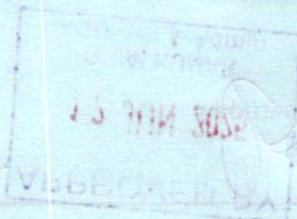


Prepared by

Tarun S. R. K.

Disbursed by

10/20/52 J. B. K.



Receiver's Signature



Paid by	Check No.	Date	Drawn on Bank		
<i>1000</i>				<i>1000 -</i>	<i>00</i>
<i>1000</i>				<i>1000 -</i>	
<i>1000</i>				<i>1000 -</i>	
<i>1000</i>				<i>1000 -</i>	
<i>1000</i>				<i>1000 -</i>	

MC

Date *15-06-52*

Voucher No.

DEBIT VOUCHER

1000
1000

Paytm travel

For Assistance Operator Contact: 7095666624

PNR585912

Ticket IDTS2506110835055899570VQN

Order ID25415318298

Departure

VISAKHAPATNAM

6:45 PM, Wed, 11 Jun 2025

Arrival

HYDERABAD

6:15 AM, Thu, 12 Jun 2025

Bus Operator Name
Mythri Tours And Travels

Driver Contact & Vehicle Number
You will get the driver contact number and vehicle number 30 mins to 1 hour before departure

Boarding Point
Kurmanipalem (Steel Plant Gate)
Beside Rtc Depot, -70 95 66 66 24
Beside Rtc Depot, 70 95 66 66 24

Reporting Time
6:30 PM

Boarding Time
6:45 PM

Bus Type
2+1, GOLD CLASS SLEEPER, AC, NON-VIDEO

Traveller Details

1. Tarun
Male
Seat No: A4

Fare & Payment Details

Base Fare (1 Traveller): ₹ 1779
Operator GST : ₹ 88.95
Total Amount Paid : ₹ 1867.95

Cancellation Policy:

a. Cancellation charges are calculated on the actual fare of the ticket. If any discount coupons are used while purchasing the ticket, the discounted value would be used to calculate the refund amount when a ticket is cancelled.
b. Cancellation policy is calculated based on the scheduled departure time of the bus service (i.e. service start time). Service start time: 6:15 PM

Time of Cancellation	Refund Percentage	Refund Amount
Non refundable After Wed, 11 Jun 6:15 AM	Non-refundable	Non-refundable

Terms and Conditions:

Paytm is only a bus ticket booking platform. It does not operate bus services of its own. In order to provide a comprehensive choice of bus operators, departure times and prices to customers, it has tied up with many bus operators and service providers.
a. **Child Policy:** It is mandatory for children above the age of 3 years to have a bus ticket unless the bus operator specifies otherwise in their terms and conditions.
b. **Luggage Policy:** A passenger may carry up to 20 kilograms of luggage. In the event the passenger carries additional luggage than what is specified above, the bus operator may charge as per his Policy.
c. **Pet Policy:** Pets are not allowed.
d. **Liquor Policy:** Carrying or consuming liquor inside the bus is strictly prohibited. Bus Operators reserve the right to deboard drunk passengers. In such scenarios, a refund is not applicable.

Amenities on the buses as shown on Paytm have been configured and provided by the bus service provider (bus operator). These amenities will be provided unless there are some exceptions on certain days. Please note that Paytm provides this information in good faith to help passengers to make an informed decision. Provision of video, air conditioning and any such other services mentioned by Paytm's travel partners in the buses is their own responsibility. Any refunds/claims due to non-functioning or unavailability of these services needs to be settled directly with the bus service provider. In case a booking confirmation e mail and SMS gets delayed or fails because of technical reasons or as a result of incorrect e mail ID/phone number provided by the user, etc., a ticket will be considered 'booked' as long as the ticket shows up on the confirmation page of the Paytm Platform.

g. For any issues relating to cancellation or refund, the passenger may contact Paytm within 10 days of date of travel, beyond which period request would not be processed.

h. Paytm may call the mobile phone number provided by You while registering with the Paytm Platform, or any updated mobile number subsequently provided by You on the Paytm Platform, or contact You via e-mail, for the purpose of collecting feedback from You regarding Your travel bookings, including but not limited to the bus facilities and/or services of the bus operator.

Documents required:

- A copy of the ticket (a printout of the ticket or the ticket e mail).
- Identity proof (Aadhaar Card, Driving license, Student ID card, Company ID card, Passport, PAN card or Voter ID card). Failing to do so, they may not be allowed to board the bus.

Paytm is responsible for:

- Issuing a valid ticket (a ticket that will be accepted by the bus operator) for its network of bus operators.
- Providing refund and support in the event of cancellation.
- Providing customer support and information in case of any delays / inconvenience.

Paytm is not responsible for:

- The bus operator's bus not departing/leaving on time.
- The bus operator's employees being unprofessional or engaging in unlawful conduct.
- The bus operator's bus seats, etc., not being up to the customer's expectation.
- The bus operator's expectation.
- The bus operator cancelling the trip due to unavoidable reasons.
- The baggage of the customer getting lost / stolen / damaged.
- The bus operator changing a customer's seat at the last minute to accommodate a lady / child.
- The customer is waiting at the wrong boarding point (please call the bus operator to find out the exact boarding point if you are not a regular traveler on that particular bus or route).
- The bus operator changing the boarding point and/or using a pick-up vehicle at the boarding point to take customers to the bus departure point.
- Any kind of journey inconvenience, injury or death, caused during the journey or flowing from the journey.
- Any transaction outside of Paytm that happens between the operator and passenger.

For Assistance:

- Operator Contact**
 Contact for travel-related details like driver's contact, vehicle details
 7095666624
- Paytm Helpline**
 Contact for booking-related, refund-related, cancellation-related, or any other issues
 0120 4880880 (24x7)
- 24x7 Paytm Care**
 Avail our 24x7 Paytm Help Section to get all your queries resolved quickly
 Click here

Tax Invoice



Madhuri Maddi
Pick up address: Madhavaram Serenity Block-B,
Madhavaram Serenity, Saroomnagar, Adhikari
Nagar, Vijaypur Colony, Hyderabad, Telangana
500035, India

Invoice number: HR25065175000214
Invoice date: 9 Jun 2025
Place of supply (Name of state): Telangana
HSN Code: 999799
Tax is payable on reverse charge basis: No

Tax Point Date	Description	Qty	Tax	Tax Amount	Net amount
9 Jun 2025	Uber fees	1	IGST 18%	₹0.40	₹2.19
Total net amount					₹2.19
Total IGST 18%					₹0.40
Total amount payable					₹2.59



Payment of ₹41.99 received via Cash on 9 Jun 2025 20:57:13 India Standard Time
Transaction ID: 6INo15FCGp3FurjIocsYk0a0

Authorized Signatory

Transaction Successful

06:04 AM on 12 Jun 2025

Paid to



VENKATA SAI FUEL
STATION

paytm-8914462@ptys

₹120

Transfer Details



Transaction ID

T250612060444284990167

Debited from



XXXXXXXX7294

UTR: 968169591740

₹120

Powered by



DEBIT VOUCHER

M 8 VC

Voucher No. _____

Date : 11/06/24

A/c. _____

Paid to		NEW ALIVE SHOP		towards		PURCHASE OF ROSE for		STATE NUMBER - 2854		Rupees		SIXTEEN HUNDRED ONLY	
Paid by		Cheque		Cash		Cheque No.		Dated		Drawn on Bank			
1600		1600		1600		1600		1600		1600		1600	

Receiver's Signature

Approved by

Prepared by

Prepared by

Approved by

Responsible Signature

Paid by	Cash				Paid	Rs.
	Check	Check No.	Dated	Drawn on bank		
Business					S	
Towards						
Paid to					Rs.	Rs.

No.

Date: 11/08/20

Voucher No.

DEBIT VOUCHER

11/08/20

☎ : 9398611875

TAX INVOICE

9100299104

NEW BLUE SHOP

Near Cheap Jack, 1-6-93, General Bazar, Secunderabad.

email : blueshop_bags@yahoo.co.in

No.

~~ME2834~~

Date

11/6/22

PARTICULARS

AMOUNT
Rs. Ps.

12 Shop

CHECKED

SECURITY/SUP.

Dr. 

11/6/22

1600

GSTIN: 36ABHPU2484N1ZW

Signature

DEBIT VOUCHER

mp 5/2

Voucher No. _____

Date : 11/06/22

A/c. _____

Paid to		Rs. 1520 00		PS.	
towards		Rs. 1520 00			
Note & Co.					
Rupees of one thousand five hundred					
Twenty only					
Cheque No.		Dated		Drawn on Bank	
Paid by		Cheque		Cash	

Prepared by

8/2

Approved by

[Signature]

Receiver's Signature

[Signature]

Employed by

[Signature]

[Signature]

Employed by

Receiver's signature

[Signature]

Paid to	Cash				1250	10
	Change					
		Check no.	Dated	Drawn on Bank		
Received of <i>[Signature]</i>					<i>[Large S-shaped mark]</i>	
Rupees <i>1000</i>						
<i>and one hundred paise</i>						
towards <i>Bank of India</i>						
Paid to <i>1000</i>						
					Rs.	Paise

No.

Voucher No.

Date: *11/06/52*

DEBIT VOUCHER

11/6/52

ESTD. : 1938

CASH MEMO

RAJA & CO.;**RUBBER STAMP MAKERS**7-2-658/1, Rashttrapathi Road,
SECUNDERABAD - 500 003.

Ph: 27704623, Cell: 9032008289, SMS/Whats App: 9032008283

E-mail: rajastamps@hotmail.com

M/s. MPSCDate: 11/06/28No. **4360**

Sl. No.	PARTICULARS	AMOUNT	
		Rs.	Ps.
1	1 Inl soler per sent. Jumay Spun 380x22	1320	00
			
TOTAL		1320	00



As per Specimen Attached

For RAJA & CO.

2.5.2015

WPSV

Date: 10/06/28

5

Ten thousand five hundred

Sixth Cover - 1949

Q5m Parameter of 510 572 for

~~18 Apr 92~~ have more

Paid to	210 DIGITAL LIFE
---------	------------------

Ps.

~~Approved by~~

A diagram of a parallelogram with a dashed line representing its height. The height is shown as a vertical dashed line from the top-left vertex to the bottom side.

Prepared by

Approved by

Received by

Paid by	Cash				10/29/52	10	
	Cheque	Cheque No	Date	Drawn on Bank			
82499 Cash Paid						S	
Business Jan 1952							
for home in 1952							
towards 1952							
Paid to 1952						10/29/52	10

No

Date

Voucher No

DEBIT VOUCHER

10/29/52

Invoices

Transaction confirmation

**Your payment was
successful**



Invoices have been cleared by
making the payment via 'UPI' with
transaction ID PE0000045U26.

09 Jun 25 12:48

Invoice details

517500277907

₹10,566.90

Total Amount Paid **₹10,566.90**



DIGITAL LIFE

Summit Sales Llp
5 4 187 3 And 4, Soham Mansion, 3RD FLOOR,
Mg Road,
Secunderabad,
Telangana-500003, India

Place of Supply: 36 Telangana

GST Registration Number: 36ACQFS2044C1Z7

Organisation PAN : ACQFS2044C

PO Number : Not Available

Invoice Reference Number : 6424f9ac5a8b91b264e5ead2c8eba12b031b7c038476f42a576f6a194f20972f

Bill from 01-APR-2025 to 30-APR-2025

Connectivity Services

Original for Recipient : 9002912228640
Account Number : C36E2526000036619
GST Bill Number : 529500264209
Document Number : 01-MAY-2025
Invoice Date : 02-MAY-2025
Due Date : 03-MAY-2025

Payment Received (₹)	-10,566.90
TDS Deducted / Reversed (₹)	0.00
Previous Adjustment (₹)	0.00
Previous Balance (₹)	0.00
Current Charges (₹)	10,566.90
Total Dues (₹)	10,566.90

1	Periodic Charges	8,955.00
2	Usage Charges	0.00
3	Off-Net / Premium / ISD & IR Calling	0.00
4	SMS	0.00
5	4G DATA/WIFI	0.00
6	5G DATA	0.00
7	VAS	0.00
8	Other Periodic Charges	0.00
9	One Time Charges	0.00
10	Current Month Discount / Credit / Debit	0.00
11	Total Value of Charges	0.00
12	Current Taxable Charges	0.00
13	Taxes	8,955.00
14	CGST (9%)	805.95
15	SGST (9%)	805.95
16	Bill Discount including Tax	0.00
17	Security Deposit Charged	0.00
18	Security Deposit Returned	0.00
19	Waivers	0.00
20	Current Month Charges (7+8+9+10+11+12)	10,566.90



Register with JioPay and get additional benefits.*



Standing Instructions (Credit Card)

Set JioAutoPay on your Credit Card.
To register visit www.jio.com/business/ and scroll down on the home page and click on Register for autopay of invoice by credit card.

*Details under Important Information JioPay



ACH - (Direct Debit)

To set ACH mandate on your bank account get in touch with your Relationship Manager.



Selfcare Portal

Pay bills using credit/debit card/netbanking/ e-wallets/UPI on www.jio.com/business/

NEFT/RTGS

You can do NEFT/RTGS payments/transfers by using Virtual A/C Code RJO9002912228640, IFSC Code YESB0CMNSNOC



GSTIN: 36AABCI6363G1ZK PAN: AABCI6363G3

Registered Office: Reliance Jio Infocomm Limited
Office-101, Saffron, Nr. Centre Point, Panchwati 5
Rasta, Ambawadi, Ahmedabad-380006, Gujarat,
India CIN: U72900GJ2007PLC105869

State Office: Reliance Jio Infocomm Limited
Municipal Number H.No. 40-1-16 and 40-1-17
Survey No. 135/2, K.B.R. Heights, M.G.Road,
KBR Towers, 2nd floor, above Reliance Trends,
Vijaynagar, 500040, Andhra Pradesh

Gst Registered Office:
Somaji Guda
4th Floor, 6-3-1090/b Lake Shiva
Rajbhavan Road



Tariff & Plans

- 1. There will be no increase in any tariff item (except ISD) till six months from the date of your enrolment to the plan. Thereafter, Reliance Jio Infocomm Limited ("RJIL") reserves the right to vary the tariff plans.
- 2. RJIL reserves the right to revise the terms & conditions applicable to tariff plans. Telecom Regulatory Authority of India (TRAI) regulations, subject to recourse to any other action available and considered appropriate, as well as take rate of your enrolment to the plan. Thereafter, Reliance Jio Infocomm Limited ("RJIL") reserves the right to revise the terms & conditions applicable to tariff plans.
- 3. Your dynamic credit limit depends on your security deposit, average monthly usage, payment track record and your tenure with us. An interim payment within the bill cycle may be required, if your usage exceeds this limit. However, based on payment history RJIL may allow usage beyond your credit limit.
- 4. As per TRAI regulations, tariff is charged based on the duration of the call rounded up to + / - 1 second, traceable to an appropriate time reference.
- 5. For billing, usage will be rounded up to the next higher pulse. For example, if you are on 30 sec/pulse billing plan, a 31sec call will be as 2 pulses. Similarly, if you data plan is billed on 10KB/pulse, usage of 11KB would be billed as 2 pulses.
- 6. No migration fee is chargeable for changing tariff plan.
- 7. No charge will be levied for any service without your explicit consent.
- 8. In case you will experience a downgrade in speed as per Fair Usage Policy, data limit, you will experience a downgrade in speed as per Fair Usage Policy.
- 9. Data usage beyond plan entitlement (PAYG) is charged at a pulse 10KB, any charges of less than 1p will be forwarded to next data usage session, e.g. Rs 20 GB in 10KB pulse is 0.0191p per 10KB. Usage of a data session of 550KB is 10.5050p, the session is changed for 10p while 0.5050p will be added to the charges of next PAYG usage data session.

DND (Do Not Disturb) Service

- 1. You can opt for Full DND if you do not wish to receive any promotional calls/SMS, To activate Full DND, SMS 'START <0>' to 1909. Full DND will override any other category you may have selected.
- 2. To allow promotional SMS from selected categories only, SMS 'START <preferred category no.>' to 1909.
- Categories and associated numbers are:
1-Banking / Insurance / Financial Products / Credit Cards; 2-Real Estate; 3-Education; 4-Health; 5-Consumer Goods / Automobiles; 6-Communication / Broadcasting / Entertainment / IT; 7-Tourism & Leisure

Service Accounting Codes (SAC)

SAC Code : Services	SAC Code : Services
998412 : Fixed Line Charges	998431 : Digital VAS Charges
998413 : Mobile Charges	998432 : Online Music Charges
998419 : VAS Charges	998433 : Online Video Charges
998422 : Data Charges	998439 : Online Content Charges

6 Months Balance

Sr. No. Document Number	Invoice Date	Charges (₹)	Adjustment (₹)	Amount paid (₹)	TDS Deducted (₹)	Balance Amount (₹)
1	533000253483	01-Nov-24	10,566.90	0.00	10,566.90	0.00
2	534000270792	01-Dec-24	10,566.90	0.00	10,566.90	0.00
3	524500244118	01-Jan-25	10,566.90	0.00	10,566.90	0.00
4	525500238353	01-Feb-25	10,566.90	0.00	10,566.90	0.00
5	527000279049	01-Mar-25	10,566.90	0.00	10,566.90	0.00
6	526500265630	01-Apr-25	10,566.90	0.00	10,566.90	0.00
Total		63,401.40	0.00	63,401.40	0.00	0.00
1	526500265630	23-Apr-25				10,566.90
Total						10,566.90

Payments Received

Reach Us

Call 199 (from a jio number) or 1800-88-99333 (from other networks)

Write to enterprisescare@jio.com

Manage your world of Jio with MyJio app

Visit www.jio.com

Signature Not Verified
Digitally signed by Reliance Jio Infocomm Limited
Reason: Digitally Signed
Date: 2025.05.03 11:13:16 +05'30'
Location: Mumbai

Complaints & Service Requests

- 1. Overdue charges bills more than ₹200 : ₹100 or 2% of bill p.m., whichever is higher.
 - 2. Any disagreement on charges levied should be informed within 60 days from the date of bill, failing which all charges will be considered valid.
 - 3. In the event of non-payment, part payment or late payment of the outstanding amount by the due date, RJIL reserves the right to disconnect services as per TRAI regulations.
 - 4. Any unallocated payments shall first be adjusted towards Security Deposit, if applicable.
- Visit www.jio.com, login with your Jio ID and password; click on "Service Request" option under Profile menu to raise a complaint. To track the status of your existing complaint, use your unique Service Request number or 1800 889 9333 from other networks to register your service request / complaint.
- In case you are Not Satisfied with the response on a complaint, you can contact the regional appellate authority with your complaint docket number.
- Email: appellate.ap@jio.com, Telephone number: 1800-889-3999, Fax: 1800-889-1211
Address: Reliance Jio Infocomm Limited, 401, 4th Floor, Lake Shore Towers, Raj Bhavan Road, Somajiguda Hyderabad 500082 Telangana
(Working hours: Mon-Fri, 10:30 am to 6:00 pm)
- Other Information**
1. In case of permanent disconnection, your security deposit will be refunded within 60 days of disconnection, failing which you shall be paid interest @ 10% p.a.
2. Restoration of mobility services will be done after payment realization only.
3. No cheque payment will be accepted against Enterprise wireless services.
4. TDS Certificate to be submitted within 30 days of filing statement of deduction of tax as per the provisions of Income-tax Act, 1961 read with Income-tax Rules, 1962. Non-adherence will lead to the reversal of the TDS amount posted, leading to service restriction in case outstanding is not cleared.

DEBIT VOUCHER

MPSC

[Signature]

Voucher No. _____

A/c. _____

Date : 09-06-25

Paid to - TMSRT		Rs.		Ps.	
towards - Travelling to Wazir side wall.		1609=85			
AMTZ 09/06/25 9.00 PM today.					
Rupees					
one thousand nine hundred only.					
Cheque No.		Dated		Drawn on Bank	
Paid by		Cheque		Cash	
1609=65					

Prepared by
Tasum Sadi

Approved by

[Signature]

Receiver's Signature

[Signature]

Page

Prepared by
J. M. Smith



Approved by

Receiver's Signature

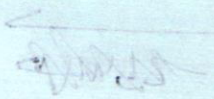


Paid by	Cash				100.00
	Check	Check No.	Date	Drawn on Bank	
This receipt is not valid unless countersigned by the Treasurer.					
This receipt is not valid unless countersigned by the Treasurer.					
This receipt is not valid unless countersigned by the Treasurer.					20.00
This receipt is not valid unless countersigned by the Treasurer.					20.00

No. _____ Date 08-08-02

Voucher No. _____

DEBIT VOUCHER



W. J. Smith

DEBIT VOUCHER

MRSVC

Voucher No. _____

A/c. _____

Date : 09/06/22

Paid to		m. shaker		local labour	
towards		labour charges for shifting material			
From		m. shaker to Govt site			
Rupees		Eight hundred rupees only - x -			
Paid by		Cheque		Cash	
		Cheque No.			
		Dated			
		Drawn on Bank			
Rs.		800 -		to	
Ps.		800 -		to	

Prepared by
M. Shaker

[Signature]

Approved by

Receiver's Signature



Prepared by
M. S. Srinivas



Approved by

Receiver's signature



Paid by	Cash	Credit No.	Dated	Drawn on Bank	Rs.	Paise
					800	00
Business						
To						
By						
Particulars						
To						
By						

No.

Date

Voucher No.

DEBIT VOUCHER

10/10/12