

Weekly - Petty cash /expense card statement.

Name		K Suneel Kumar		Statement date		13-06-2025 Card No.4629 5254 2716 5724	
Prepared by		K Suneel Kumar		Sign			
From period		06-06-2025		To period		12-06-2025	
Sl No	Debit to company	Debit to project	Description of expense	Amount	Bill enclosed	GST bill	
1.	GMR	GMR	9U HUB rack purchased	1500	☐ Y ☐ N	☐ Y ☐ N	
2.					☐ Y ☐ N	☐ Y ☐ N	
3.					☐ Y ☐ N	☐ Y ☐ N	
4.					☐ 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.					☐ Y ☐ N	☐ Y ☐ N	
11.	Total				☐ Y ☐ N	☐ Y ☐ N	
Amount to be credited by				1500			
Approved by:	☒ Transfer to expense card, ☐ Cash reimbursement, ☐ Transfer to personal a/c, ☐ Other:						
Sign:	Div. Manager		Accountant		Accounts Manager		
Date:	5/				MD		

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. Accountant 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.

Bill of Supply

ABHI TECHNO SOLUTIONS

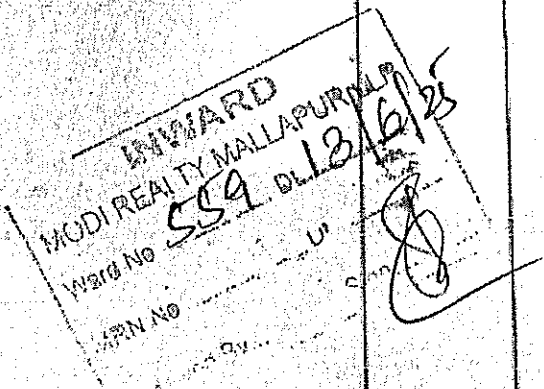
PRINTER & COMPUTER PERIPHERAL SALES

#15-119-2-A, Near Thokraugate Police station, North Lalapalli, Secunderabad, Telangana - 50
Cell: 9246244084 email: bhplotters-services@gmail.com

M/s Modi Realty Mallapur LLP
Hyderabad

Bill No. 22
Date 10-06-2024

S No	Description of Goods	HSN code	Qty	Rate	Amount
1	9U hub rack		1	1500.00	1500.00
Grand Total					1500.00



Ruppes: One Thousand Five Hundred Only

Receiver's Signature

for ABHI TECHNO SOLUTIONS

Navajana
Authorized signatory

Terms & Conditions: Goods Once sold will not be taken back
T & C: Any dispute subject to Hyderabad Jurisdiction

Bill of Supply

ABHI TECHNO SOLUTIONS

PRINTER & COMPUTER PERIPHERAL SALES

#17-119/2/A, Near Thukramgate Police station, North Lalaguda, secunderabad, Telangana - 17

Cell: 9246244984

email: hpplottersservices@gmail.com

M/s: Modi Realty Mallapur LLP
Hyderabad

Bill No. 22
Date 10-06-2024

S No	Description of Goods	HSN code	Qty	Rate	Amount
1	9U hub rack		1	1500.00	1500.00
Grand Total					1500.00

Rupees: One Thousand Five Hundred Only

Receivers Signature

for ABHI TECHNO SOLUTIONS

Navazana
Authorised signatory

Terms & Conditions: Goods Once sold will not be taken back

E.& O.E. Any dispute subject to Hyderabad Jurisdiction