

Weekly - Petty cash /expense card statement.

Name		P.Saikumar Reddy		Statement date	04-07.2025		
Prepared by		P.Niharika		Sign	P.Niharika		
From period		26.06.2025		To period	03.07.2025		
Sl No	Debit to company	Debit to project	Description of expenses	Amount	Bill enclosed	GST bill	
1.	Bloomdale Residency genome valley	BRGV	Towards cash paid to ganesh Electrical Hardware paints & sanitary	282.00	Y	Y	
2	Bloomdale Residency genome valley	BRGV	Towards cash paid to Enaddu Paper Bill	430.00	Y	Y	
3	Bloomdale Residency genome valley	BRGV	Towards cash paid for water bill for BRGV Site	440/-	Y	Y	
		Total		1152.00			
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:							

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 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

APPROVED BY
 04 JUN 2025
 SAI KUMAR
 ASST PROJECT MANAGER
 BRGV. PVT. LTD.

DEBIT VOUCHER			
Company/Firm	Bloomdale Residency Genome valley		
Project	BRGV		
Voucher no.			
Account head	Petty cash		
Credit to	Saikumar		
Towards/description of work	Towards amount paid to Ganesh electrical Hardware paints & saintary (Acid)		
Location of work			
Period	From:	26.06.2025	To: 03.07.2025
Amount in Rs.	282/-		
Amount in words	Two Hundred Eighty Two rupees only		
Mode of payment	Cheque/trf no.	Date	Bank
Prepared by	Approved by	Receivers name	Receivers signature
P.Niharika			

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.

APPROVED

21 JUN 2025

SAIKUMAR
ASST PROJECT MANAGER
BRGV. PVT. LTD.

CASH BILL

Cell : 9000567191
9989040500

GANESH ELECTRICAL HARDWARE PAINTS AND SANITARY

Plot No. 21,22,23,24, Near Peddamma Temple, Turkapally,
Shamirpet Mandal, Medchal Malkajgiri Hyderabad- T.S. 500078

No.

Date 23-06-25

M/s.

Sr. No.	Particulars	Qty.	Rate	Amount
①	Acide	42		152
②	Drum	1		130
				2
				282
				TOTAL

INWARD

Inward No: 214

Dt: 23/06/25

MRN No:

Dt:

Received By:

Sign:

BLOOMDALE RESIDENCY AT GENOME VALLEY

Terms and Conditions :
Subject to Hyderabad Jurisdiction.
Goods once sold cannot be taken back or exchanged.

For Ganesh Electrical Hardware Paints and Sanitary

Authorised Signatory



DEBIT VOUCHER			
Company/Firm	Bloomdale Residency Genome valley		
Project	BRGV		
Voucher no.			
Account head	Petty cash		
Credit to	Saikumar		
Towards/description of work	Towards amount paid to Enadu paper		
Location of work			
Period	From:	26.06.2025	To: 03.07.2025
Amount in Rs.	430/-		
Amount in words	Four Hundred Thirty rupees only		
Mode of payment	Cheque/trf no.	Date	Bank
Prepared by	Approved by	Receivers name	Receivers signature
P.Niharika			

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.



ఈనాడు

చందా రసీదు

నెం. **67**

తేది :

పాతానామా Murahari pally
Shyamir pat. Medical (D.USA)

నెల చందా

	రూ॥	పై॥
1. ఈనాడు	230	50
2. బాలభారతం DC -	200	50
3. తెలుగు వెలుగు	/	
4.		

INWARD మొత్తం

430 50

వా.పా. వ్యక్తిగత ప్రకటనల కోసం గుర్తించబడినది.

Inward No: 1411

Dt: 20/05/17

MRN No:

Dt: 20/05/17

Received By: T. S. S.

Sign: ఏజంటు సంతకము

BLOOMDALE RESIDENCY AT GENOME VALLEY

mode of payment

Cheque/trf no.

DEBIT VOUCHER			
Company/Firm	Bloomdale Residency Genome valley		
Project	BRGV		
Voucher no.			
Account head	Petty cash		
Credit to	Saikumar		
Towards/description of work	Towards amount paid to water for Staff Members BRGV Site Total =22 bottles 22*20=440/-		
Location of work			
Period	From:	26.06.2025	To: 03.07.2025
Amount in Rs.	440/-		
Amount in words	Four Hundred Fourty rupees only		
Mode of payment	Cheque/trf no.	Date	Bank
Prepared by	Approved by	Receivers name	Receivers signature
P.Niharika			

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.

APPROVED
04 JUN 2025
SAI KUMAR
ASST PROJECT MANAGER
BRGV. PVT. LTD.

June

Date	Bottle	Sign	Date	Bottle	Sign
01-06-25			20/6/25		
02-06-25			21/6/25		
03-06-25			22/6/25		
04-06-25			23/6/25	7	tapu
05/6/25	8	v. rally	24/6/25		
06/6/25			25/6/25		
07/6/25			26/6/25		
08/6/25	6	tapu	27/6/25		
09/6/25			28/6/25		
10/6/25			29/6/25		
11/6/25			30/6/25	4	tapu
12/6/25					
13/6/25	8	tapu			
14/6/25					
15/6/25					
16/6/25					
17/6/25					
18/6/25					
19/6/25					