



Weekly - Petty cash /expense card statement.

Name	K Suneel Kumar		Statement date	11-07-2025 Card No.4629 5254 2716 5724		
Prepared by	K Suneel Kumar		Sign			
From period	04-07-2025		To period	10-07-2025		
SI No	Debit to company	Debit to project	Description of expense	Amount	Bill enclosed	GST bill
1.	MPSVC	MPSVC	ZOOM subscription purchased	1624	<input type="checkbox"/> Y <input type="checkbox"/> N	<input type="checkbox"/> Y <input type="checkbox"/> N
2.	MPSVC	MPSVC	Router purchased	3000	<input type="checkbox"/> Y <input type="checkbox"/> N	<input type="checkbox"/> Y <input type="checkbox"/> N
3.	MPSVC	MPSVC	Bank charges	189	<input type="checkbox"/> Y <input type="checkbox"/> N	<input type="checkbox"/> Y <input type="checkbox"/> N
4.	MPSVC	MPSVC	Laptop repairing charges	3500	<input type="checkbox"/> Y <input type="checkbox"/> N	<input type="checkbox"/> Y <input type="checkbox"/> N
5.					<input type="checkbox"/> Y <input type="checkbox"/> N	<input type="checkbox"/> Y <input type="checkbox"/> N
6.					<input type="checkbox"/> Y <input type="checkbox"/> N	<input type="checkbox"/> Y <input type="checkbox"/> N
7.					<input type="checkbox"/> Y <input type="checkbox"/> N	<input type="checkbox"/> Y <input type="checkbox"/> N
8.					<input type="checkbox"/> Y <input type="checkbox"/> N	<input type="checkbox"/> Y <input type="checkbox"/> N
9.					<input type="checkbox"/> Y <input type="checkbox"/> N	<input type="checkbox"/> Y <input type="checkbox"/> N
10.					<input type="checkbox"/> Y <input type="checkbox"/> N	<input type="checkbox"/> Y <input type="checkbox"/> N
11.	Total			8313		

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:

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 received 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

Tax Invoice

Original for Recipient and Duplicate for Supplier



Signature Not Verified
Digitally Signed By:
DS ZVC INDIA PRIVATE LIMITED 1
Thu 10-Jul-2025 07:17:41 IST
Approved by: Sameer Rajee

ZOOM
ZVC India Private Limited
Raheja Platinum, No. 06A127
Sag Baug Road, Marol, Andheri East
Mumbai, Maharashtra, 400059

Invoice Date: Jul 9, 2025

Invoice #: INV312890623

Payment Terms: Due Upon Receipt

Due Date: Jul 9, 2025

Account Number: 52982137

Currency: INR

Account Information: modi Properties

Consignee (Place of supply): modi Properties

M G Road,

Hyderabad, Telangana 500003 (State Code: 36)

India

zoom@modiproperties.com

Name of Recipient (Billed to):

modi Properties

M G Road,

Hyderabad, Telangana 500003 (State Code: 36)

India

zoom@modiproperties.com

Charge Details

Charge Description	Subscription Period	Subtotal	Taxes, Fees & Surcharges	Total
Charge Name: Zoom Workplace Pro Monthly Quantity: 1 Unit Price: INR1,376.00 HSN of Goods/Services: 998424	Jul 9, 2025 - Aug 8, 2025	INR1,376.00	INR247.68	INR1,623.68
Taxable Value		INR1,376.00		INR1,376.00
Total (Including Taxes, Fees & Surcharges)				INR1,623.68
Invoice Balance				INR0.00

Whether tax is payable on reverse charge basis - No.

[Question about your Digital Signature?](#)

Zoom W-9

Customer GSTIN: 36AABCM4761E1ZM
Customer PAN: AABCM4761E

Purchase Order Number:

Zoom GSTIN: 27AABCZ4218R1ZP
Zoom PAN: AABCZ4218R

Bill of Supply

ABHI TECHNO SOLUTIONS

PRINTER & COMPUTER PERIPHERAL SALES

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

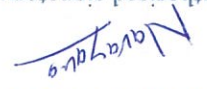
Cell: 9246244984

email: hplottersservices@gmail.com

M/S: Modi Properties Serives	Hyderabad
Bill No. 32	Date 10-07-2024

S No	Description of Goods	HSN code	Qty	Rate	Amount
1	Acer Screen panel		1	3500.00	3500.00
Grand Total					3500.00

Rupees: Three Thousand Five Hundred Only

Receivers Signature For ABHI TECHNO SOLUTIONS  Authorised signatory

Terms & Conditions: Goods Once sold will not be taken back
 E & O.E. Any dispute subject to Hyderabad Jurisdiction

Invoice No.		Dated		Reference No. & Date:		Buyer's Order No.		Dispatch Doc No.		Dispatched through		Destination	
#NRSC Colony, Hyderabad, 500 082 GSTIN: 36ANLPR6297R1ZU		08/25-26		04-07-2025						36AABCM4761E1ZM		500.003 GSTIN: 5-4-187/3&4, 2nd Floor Soham Modi Properties services Mansion MG Road, Secunderabad-54-187/3&4, 2nd Floor Soham	
Ph:-8555004783												36AABCM4761E1ZM	
State : Telangana.													
Buyer (Bill to)													
Modi Properties services													
1 TP Link 100 MR 4G Sim router													
INWARD													
Inward No: 144													
MRN No: 144													
Received By: <i>[Signature]</i>													
Sign: <i>[Signature]</i>													
MODI PROPERTIES													
CGST													
SGST													
Rounded off													
Amount (in words) Three Thousand Only													
E & O.E													
Total													
2,542.37													
Taxable Value													
Rate													
9%													
Amt													
228.81													
Central Tax													
Rate													
9%													
Amt													
228.81													
State Tax													
Rate													
18%													
Amt													
2542.37													
Total													
2,542.37													
Tax													
Rate													
18%													
Amt													
228.81													
Total													
457.63													
Company's Bank Details:													
Bank Name: State Bank of India													
IFSC CODE : SBIN0011665													
Branch: Hyderabad													
For Accounting Purposes													
Authorised Signatory													

