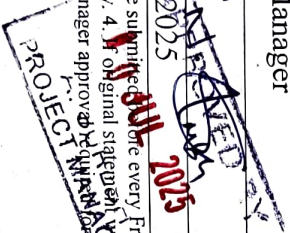


Weekly - Petty cash /expense card statement.

Approved by		A.Suresh		Statement date		10-07-2025	
Prepared by		N.Subhash		Sign			
From period		03-07-2025		To period		10-07-2025	
Sl No	Debit to company	Debit to project	Description of expense	Amount	Bill enclosed	GST bill	
1.	GWHWA	GWA	Diesel bill for Generator use purpose.	1900	☐ Y ☐ N	☐ Y ☐ N	
2.					☐ Y ☐ N	☐ Y ☐ N	
4					☐ Y ☐ N	☐ Y ☐ N	
5					☐ Y ☐ N	☐ Y ☐ N	
6							
7							
8							
9	Total			1900/-			
Amount to be credited by:							
Approved by:		Div. Manager	Accountant	Accounts Manager	MD		
Sign							
Date:		10-07-2025					

Notes: 1. Scanned copy of this statement to be submitted 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. Original statement to be submitted to the Accounts Manager 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 is required for expenses of over 2,000/- per week. MDs approval is required for expenses of over 10,000/- per week





BT111 No: JUN-373363-ORGM
Trns. ID: 0000005062706970

Atnd. ID:

Receipt: Physical Receipt

Vehi. No: Not Entered

Mob. No: Not Entered

Date: 27/06/2025

Time: 18:17:12

FP. ID: 1

Noz1 No: 2

Fuel:

Density: 8240kg/m³

Preset: NON PRESET

Rate: Rs. 95.64

Sale: Rs. 1941.49

Volume: 20.30L

SBI Payments

SBI Payments

SBI Payments

SBI Payments