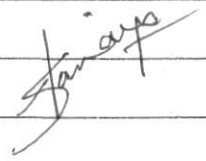
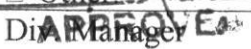


Weekly - Petty cash /expense card statement.

Name	DK. HEMENDRAA		Statement date	19-7-2025		
Prepared by	HEMENDRA		Sign			
From period	18-5-2025		To period	19-7-2025		

Sl No	Debit to company	Debit to project	Description of expense	Amount	Bill enclosed	GST bill
1.	MHSVC		Hemendra auto charges for ngh stock verification	430-00		
2.	MHSVC		Hemendra auto charges for ne stock verification	340-00		
3.	MHSVC		Hemendra auto charges for ngh stock verification	450-00		
4.	MHSVC		Hemendra auto charges for ght stock verification	205-00		
5.						
6.						
7.						
8.				1425-00		
9.						

Amount to be credited by ☒ Transfer to Haapay card, ☐ Transfer to expense card, ☐ Cash reimbursement, ☐ Transfer to personal a/c.
☐ Other: _____

Approved by:	 Division Manager	Accountant	Accounts Manager	MD
Sign:				
Date:	19 JUL 2025 MINISH PARIKH MANAGER P.S.			

Notes: 1. Scanned copy of this statement to be submitted before 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			
Company/Firm	MODI HOUSING PVT LTD- MHSVC		
Project	MHTR		
Voucher no.			
Account head			
Paid to	Hemendra		
Towards/description of work	Towards auto charges for going to NGH for stock verification up and down fare		
Location of work	MHTR@ RAMPALLY STORES		
Period	From: 7-7-2025	To: -	
Amount in Rs.	430/-		
Amount in words	Four hundred thirty only		
Mode of payment	Cheque no.	Date	Bank
Cash			
Prepared by	Approved by	Receivers name	Receivers signature
HEMENDRA			

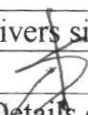
Notes: 1. Print full sheet and use for all minor maintenance works. 3. Details of labour, hire charges, material may be printed/written overleaf. 4. Project may differ from location of work.

DEBIT VOUCHER			
Company/Firm	MODI HOUSING PVT LTD- MHSVC		
Project	MHTR		
Voucher no.			
Account head			
Paid to	Hemendra		
Towards/description of work	Towards auto charges for going to NE for stock verification up and down fare		
Location of work	MHTR@ RAMPALLY STORES		
Period	From: 9-7-2025	To: -	
Amount in Rs.	340/-		
Amount in words	Three hundred forty only		
Mode of payment	Cheque/trf no.	Date	Bank
Cash			
Prepared by	Approved by	Receivers name	Receivers signature
HEMENDRA	MINISH PARIKH MANAGER		

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.

DEBIT VOUCHER			
Company/Firm	MODI HOUSING PVT LTD- MHSVC		
Project	MHTR		
Voucher no.			
Account head			
Paid to	Hemendra		
Towards/description of work	Towards auto charges for going to NGH for stock verification up and down fare		
Location of work	MHTR@ RAMPALLY STORES		
Period	From:	10-7-2025	To: -
Amount in Rs.	450/-		
Amount in words	Four hundred fifty only		
Mode of payment	Subsequent no.	Date	Bank
Cash			
Prepared by	Approved by	Receivers name	Receivers signature
HEMENDRA	19.07.2025		

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.

DEBIT VOUCHER			
Company/Firm	MODI HOUSING PVT LTD- MHSVC		
Project	MHTR		
Voucher no.			
Account head			
Paid to	Hemendra		
Towards/description of work	Towards auto charges for going to GHT for stock verification up fare		
Location of work	MHTR@ RAMPALLY STORES		
Period	From:	14-7-2025	To: -
Amount in Rs.	205/-		
Amount in words	Two hundred five only		
Mode of payment	Cheque/trf no.	Date	Bank
Cash			
Prepared by	Approved by	Receivers name	Receivers signature
HEMENDRA			

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.