

Weekly - Petty cash /expense card statement.

Name		J. Selva kumar		Statement date		05/08/25	
Prepared by				Sign			
From period		01/08/25		To period		04/08/25	
SI No	Debit to company	Debit to project	Description of expense		Amount	Bill enclosed	GST bill
1.	AMTZ 801	AMTZ 801	SINDHU LOGISTICS LLP				
2.			Carbon boxes- delivered to AMTZ		250/-	✓	
3.			Square 801, Vizag-Vide No: LR No: RN372500845				
4.	AMTZ 801	AMTZ 801	SRINU PACKING				
5.			Packing charges of AMTZ Vizag 801		100/-	✓	
6.	RJK & STK	RJK & STK	LOCAL PURCHASE				
7.			Local purchasing of Ms Drums		14,400/-	✓	
8.			Vide Reg no:- 20250725019				
9.					14,750/-	✓	
Amount to be credited by		☐ Transfer to Haapay card, ☐ Transfer to expense card, ☐ Cash reimbursement, ☐ Transfer to personal a/c.					
Approved by:		Other ☐ DA: APPROVED		Accountant		Accounts Manager MID	
Sign:		05 AUG 2025					
Date:		MINISH PARIKH					

Notes: 1. Scanned copy of this statement to be attached to this statement and send to respective accountant by Monday. 3. Accountants to make payment on receipt of scanned statement. 4. If original statement with vouchers of last week is not received withhold further payment and salary. 5. Employees 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. MD's approval is required for expenses of over 10,000/- per week.

DEBIT VOUCHER

Rajesh J Kadakia

Voucher No. _____

A/c. _____

Date: *5/8/25*

Paid to	Local Purchase		
towards	Purchase of MS Drums		
	Recd No 20250725019		
	Rupees <i>fourteen thousand four hundred</i>		
	<i>only</i>		
Paid by	Cheque	Cheque No.	Dated
	Cash		
		DRAWN ON	Bank
Rs.	14400		
Pa.	14400		

Prepared by *[Signature]*

05 AUG 2025
Approved by
MINISH PARKH
MANAGER PRO. CHIT

Receiver's Signature

[Signature]

At 4/8/25
Local Purchase.

1) MS Empty Drums 18 Nos

INWARD	
Inward No: 10048	Dt: 4/8/25
MRN No: -	Dt: 4/8/25
Received By:	Sign: <i>[Signature]</i>
PUK (GREEN TOWER)	

18 Nos

[Signature]

$$\textcircled{1} 800 \times 18 = 14400/-$$





Requisition Form

Company Name	Rajesh J Kadakia	Date	25 Jul 2025
Site Or Phase	Greens Towers - RJK	Time	04:24:09
For Use In Flat/Villa/Other		Req.No.	20250725019
Material required before date			

S.No	Description	Qty Required	Qty Available at Site	Order Qty	Last Rate	Inward No	Date
1	GENE9061-General Items-MS Drums---Nos.	18.00	0	18.00	700.00		
Add Spec	3FT HEIGHTX 2FT DIAMETER						

PO Num	Date	Type	Status
20250725030	25 Jul 2025	PO	Open PO

Sno	Role	User	Remarks	Date And Time
1	Const-Mgr	sai.T		25 Jul 2025 04:24:09 pm
2	Const-Mgr	sai.T	System Generated:This Requisition Has Been Approved	25 Jul 2025 04:24:42 pm

Prepared By :- sai.T	Approved By:-
Sign:-	Sign:-
Date :- 25 Jul 2025	Date:-

Note: On receipt of material at site write inward number and date in last two columns

AMTZ MEDPOLIS SQUARE 801 PVT LTD

56/80/50 : 800

Spaldhorne

SL No. :

**SINDHU LOGISTICS LLP**

Subject To Hyderabad Jurisdiction

CONSIGNOR'S COPY

Sy. No. 256/257, Miyapur Road, Bowrampet, Gandimaisamma, Hyderabad,

SERVICE CATEGORY : GOODS TRANSPORT AGENCY SERVICE

GST No. : 36AE0FS1967A1ZV

LR Date : 01-Aug-2025		LR No: RN3T25008015		TO PAY	
From: HYDERABAD-RANIGUNG3(RN3)		To: GAJUWAKA-GAJUWAKA(GWK)		Freight	220.00
Mobile: 8712646420		Mobile: 9346652777		LR Chrg	20.00
Consignor: FLOVEL E/P		Consignee: AMTZ MEDPOLIS SQUARE 801 PVT LTD		H C	10.00
Address:		Address:			
Mobile: 9446364748		Mobile: 9989461259			
GSTIN:		GSTIN:			
Qty	Article's - Description	Unit Rate	Amount		
1	Carton Box - Small-	220	220		
1	Inv. No.	Goods Value Rs.6903	EwayBill:	Grand Total	250.00

Received the Consignment in Good Condition

ACKNOWLEDGEMENT

Receiver's Signature Name & Seal

NO DAMAGE CLAIM**BOOKED AT OWNER'S RISK**If Booked on Door Delivery Basis,
Delivery at Ground Floor only.

Customer Care : 9859229859, 9859449859

E-mail : info@sindhulogistics.in

www.sindhulogistics.in

TERMS & CONDITIONS

1. Nature, contents, conditions and value of the Consignments are unknown to the **Sindhu Logistics LLP**, (hereinafter called the Company). The Company carries the goods in as it is condition packed by consignor and entirely at the owner's risk.

2. The Company shall not be liable for any loss or damage due to pilferage, theft, weather conditions, strikes, riots, disturbances, fire, explosions, accidents and due to be circumstances beyond control.

3. **Sindhu Logistics LLP** will not be responsible for inner content shortage(s) or damage(s), if the external packing of the consignment is intact at the time of delivery.

4. The Consignor/Consignee shall be responsible for any delay, detention, loss or forfeiture of goods by Government authorities.

5. If he makes a wrong declaration about the contents or ii) If transport of such goods by road is prohibited or such goods are not accompanied by invoice, permits or other proper documents and are detained by any statutory authorities. Expenses incurred if any, by the company in this connection shall be borne by consignor / Consignee only.

6. The Consignor will have to deal directly with Customs and any other statutory authorities for wrong declaration etc at the destination of the goods.

7. The Company shall have the rights to dispose of the perishable articles lying undelivered after 48 hours of arrival without any notice and other goods after 30 days of arrival after due notice.

8. In writing to the Consignor & Consignee shall be entitled to the proceeds less freight, Storage and other charges.

9. The goods will be delivered at the destination at the company's godown only unless stated otherwise and stated in writing on the G.C Note itself against Payment of all charges. The consignee shall arrange to take the delivery of the consignment from the company's godown.

10. If the consignment is booked on Door Delivery basis the company will attempt only once to deliver the goods at the Door. If the party fails to accept the goods when company approaches for delivery at their door or in case of door lock the goods will be kept at its Delivery office and if the Consignee waives the goods to be door delivered, additional door delivery charges and storage as applicable has to be paid by the Consignee.

11. The Delivery of the Goods must be taken by the consignee within fifteen days of its arrival at the destination failing which a storage charge at Rs.0.25 p per Kg Per day, and such storage will be at the owner's risk. The consignee shall ascertain the date and time of the arrival at the destination and arrange to take delivery.

12. When a Bank agrees to accept this Lorry Receipt as a document of title to the goods hereby carried and has become entrusted as pledge or endorsement of the Lorry Receipt whether before or after the entrustment of the goods to the company for carriage, the company hereby agrees in consideration of the same to hold themselves liable and shall be deemed to hold themselves liable at all material times directly to the Bank concerned as if the Bank were the party to the contract herein contained with the right of recourse against the company to the extent of the Banks interest in the security such as insurance in terms of the provisions of the Carriers Act, 1865 against any or all risk of physical and or damaged under any circumstances on any ground whatsoever as against consignor, consignee or owner on contract between them. The Bank shall have the right to recover a claim directly from the company.

13. The Company has right to reweight, re-measure, re-classify and recalculate the freight and other charges at the place of destination in the presence of the holder of the receipts or his duly authorized agent and collect the same from the Consignee before delivery.

14. No complaints, claims or enquiries of any kind will be entertained relating to any consignment after Three days from the date of Delivery and Ten days from the day of booking.

15. The courts in Hyderabad City alone shall have the exclusive jurisdiction in respect of all claims and matters arising out the transaction.

16. Any notices related to this waybill from GST authorities / statutory authorities should be cleared by the consignor / consignee only.

17. The Consignments of Explosives, Crackers, Gas Cylinders (filled or empty), Acids, liquid contents, chemicals in all forms - liquid or powder, and contraband articles etc. are not permitted to be booked.

18. If the Delivery is not taken within prescribed period, the consignment will be treated as Unclaimed and will be sent to Un Claimed Parcel Department at Bowrampet HYDERABAD - (Telangana) for further disposal.

19. Nature, contents, condition and value of the consignments as declared by the Consignor to the Transport Operator are specified in this consignment note. The Transport Operator carries the goods as packed at Carriers Risk, an additional freight for every Thousand rupees of value declared by Consignor having been charged and paid.

DECLARATION

a) We have not availed credit on inputs, input services and capital goods used for providing taxable service.

b) We have not availed any other benefits under the GST Act.

I/We accept the above Terms & Conditions.

Consignor / Authorised Signatory

DEBIT VOUCHER

AMTZ MEDPOLIS SQUARE 801 Pvt Ltd

Voucher No. _____

A/c. _____

Date: 05/08/95

Paid to		SRINU PACKING.	
towards		Material packing of AMTZ medpolis	
Rupees		Square 801, Vizag.	
		One hundred Rupees only	
Cheque No.		Dated	
Paid by		Drawn on Bank	
Cheque			
Cash			
100/-		100/-	
Rs.		Rs.	
Pa.		Pa.	

Prepared by
Sadhana

05 AUG 2015
Approved by
MINISH PARIKH
MANAGER PRO.

Receiver's Signature

