

Weekly - Petty cash / expense card statement.

Name		Chandra Mohan		Statement date		7/8/15	
Prepared by		Chandra Mohan		Sign		Chandra Mohan	
From period				To period			
Sl No	Debit to company	Debit to project	Description of expense	Amount	Bill enclosed	GST bill	
1.	1000.00		CHANDRA MOHAN	2000	Y N	Y N	
2.					Y N	Y N	
3.					Y N	Y N	
4.					Y N	Y N	
5.					Y N	Y N	
6.					Y N	Y N	
7.					Y N	Y N	
8.					Y N	Y N	
9.					Y N	Y N	
10.	Total			2000			
Amount to be credited by		Transfer to Happy card		Cash reimbursement,		Transfer to personal a/c.	
Approved by:		Div. Manager		Accounts Manager		MD	
Sign:							
Date:							

APPROVED BY
E. PRASAD
MANAGER PROMOTION
07 AUG 2015

Notes: 1. Scanned copy of this statement to be submitted before every Friday. 2. Original vouchers to be attached to this statement and send to respective accountant by Monday. 3. Accountants to make payment on receipt of statement statement on Saturday. 4. If original statement with vouchers of last week is not received withheld 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			
Company/Firm	MOD: Reality Manager UP		
Project	YHR		
Voucher No.			
Account head			
Paid to	PAPER INSERTS		
Towards/description of work	YHR PAPER INSERTS Done at Fair PM 9/8/25		
Location of work			
Amount in Rs.	2000/-		
Amount in words	Two thousand only		
Mode of payment			
	Cheque/trf No.	Date 7/8/25	Bank
Prepared by	Approved by	Receivers Name	Receivers Signature
YHR			

APPROVED BY
 07 AUG 2026
 E. PRASAD
 MANAGER PROMOTION

Infosys to expand its Pocharam Campus in Hyderabad



Davos dhamaka: T strikes it
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Infosys to create 17k new jobs

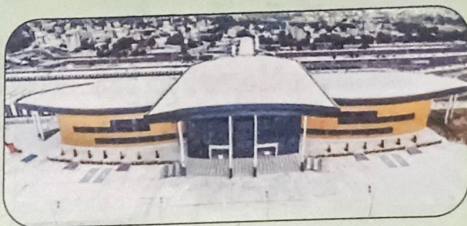
Times of India - Hyderabad
23-01-2025

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The Hindu - Hyderabad
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- + Swimming pool.
- + Gym.



Actual Images:



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