

Weekly - Petty cash / expense card statement.

Name	C. HANAN HANAN		Statement date	7/8/25		
Prepared by	C. HANAN		Sign	C. HANAN		
From period		To period				
SI No	Debit to company	Debit to project	Description of expense	Amount	Bill enclosed	GST bill
1.	MENHAS Monthly Leave-up		CHE PAPER Print at Trin Vignette	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	Transfer to expense card,	Cash reimbursement,	Transfer to personal a/c	
Approved by:		Other:	Accountant:	Accounts Manager	MD	
Sign:						
Date:						

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

APPROVED BY
PRASAD
AUG 2025
MANAGER PROMOTION

DEBIT VOUCHER

Company/Firm			
Project	MEIHAS HAD. REACH KANIKRUP		
Voucher No.	CMT		
Account head			
Paid to	PAPER INSERTS		
Towards/description of work	CMT PAPER Insert Direct TRIMULGHARY 8/8/25		
Location of work			
Amount in Rs.	2000/-		
Amount in words	Two thousands only		
Mode of payment			
	Cheque/trf No.	Date 7/8/25	Bank
Prepared by	Approved by	Receivers Name	Receivers Signature
CMT			

APPROVED BY
07 AUG 2026
E. PRASAD
MANAGER PROMOTION

Devanath's New Year bonanza:
Metro to Medchal, Shamirpet
Deccan Chronicle - Hyderabad
01-01-2025

ఉత్తరానికి వెళ్ళే రైలు

మెట్రో నుండి షామిర్పేట్, మెదక్ వరకు రైలు సౌకర్యం
జనవరి నుండి ఫిబ్రవరి 2025 నుండి పనిలోకి వస్తుంది

పి.డి. - హైదరాబాద్
02-01-2025

Metro 2(B) gets nod: Northern Hyd
traffic woes get fast-track solution

Times of India - Hyderabad
02-01-2025

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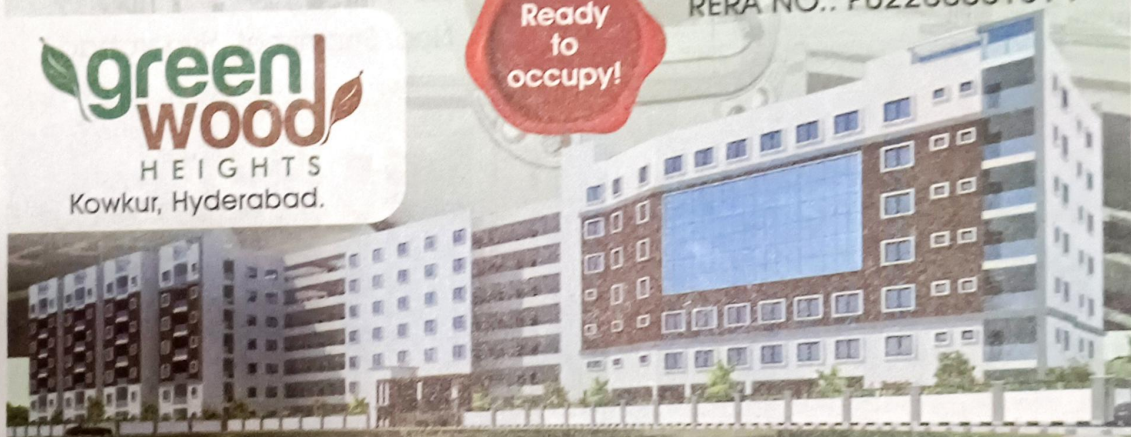


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Actual Photographs:



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