

Weekly - Petty cash /expense card statement

Name	D. Shree Shewar		Statement date	07/08/28	
Prepared by	D. Shree Shewar		Sign		
From period			To period	8/28	

Sl No	Debit to company	Debit to project	Description of expense	Amount	Bill enclosed	GST bill
1.	W.R.L.	W.R.L.	SAL VENKATESHWANA AGENTIA	100	☒ ☐	☐ ☐
2.	CR. V. R. L.		POLLUTION UNDER CONTROL CERTIFICATE	250	☐ ☐	☐ ☐
3.					☐ ☐	☐ ☐
4.	SOLHAN MODI		POWER DRU PAPER SOLHAN MODI	12169	☒ ☐	☐ ☐
5.	SOLHAN MODI		WATER DRU PAPER SOLHAN MODI	1253	☒ ☐	☐ ☐
6.					☐ ☐	☐ ☐
7.					☐ ☐	☐ ☐
8.	CA. MANA MODI		POWER DRU PAPER CA. MANA MODI	1424	☒ ☐	☐ ☐
9.					☐ ☐	☐ ☐
10.					☐ ☐	☐ ☐
11.					☐ ☐	☐ ☐
Amount to be credited by				Total:	15196	

Approved by:	Div. Manager	Accountant	Accounts Manager	MD
Sign:				
Date:				

Notes: 1. Scanned copy of this statement to be submitted before 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. 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. 7. MD's approval is required for expenses of over 10,000/- per week.

DEBIT VOUCHER

N.R.K.

Voucher No. _____

A/c. _____

Date : 11/07/28

Paid to <u>SRI VENKATESHWARA AGENCIES</u>				Rs.	Ps.
towards <u>Purchase of team candle</u>				100	00
<u>Snag for N.R.K. Site use</u>					
Rupees <u>one Hundred Rupees only</u>					
Paid by <u>Cheque</u> ✓	Cheque No.	Dated	Drawn on Bank	100	00
Cash					

Prepared by

Approved by

Receiver's Signature



DEBIT VOUCHER

14-11

Voucher No. _____

Date: 11/07/14

A/c _____

Rs	P	Paid to Smt. V. M. K. SHARMA
		for the purchase of new furniture
		for the purchase of new furniture
		for the purchase of new furniture
		for the purchase of new furniture
Rs	P	100
		100

Paid by ☒ Cash ☐ Cheque

Check No. _____

Debit _____

Drawn on Bank _____

Prepared by: 

Approved by: 

Receiver's Signature



SRI VENKATESHWARA AGENCIE S

3-4-434, Genral Bazar

Secunderabad-500003

Fssai:23623033000972

36AAUFS9110K1ZL

GSTIN/UIN: 36AAUFS9110K1ZL

State Name : Telangana, Code : 36

E-Mail : svagencies.1963@gmail.com

Tax Invoice

Bill No.: RI/2798

Time : 15:57 hrs

Date : 11-7-2025

User : sva

Sl	Description	QTY	Rate	Rate	Amount
					(incl. of Tax)

1	Metha- 3606	5	20.00	16.95	84.75
	mol Gel				
	(200g)				

	CGST	7.63
	SGST	7.63
	Round Off	(-)0.01
Total	5	₹ 100.00

CGST @9%	On 84.75	7.63
SGST/UTGST @9%	On 84.75	7.63
Total		15.26

Cash	:	100.00
Cash Tendered	:	100.00
Balance	:	
Total Paid	:	100.00

Goods once sold can't be taken
back or exchange.

DEBIT VOUCHER

G.V.R.C. 4

G.V.R.C.

Voucher No. _____

A/c. _____ Date: 18/07/25

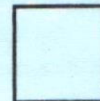
Paid to <u>POLLUTION UNDER CONTROL, CERTIFICATE</u>			Rs.	Ps.
towards <u>TSIO EH. 3133, Pollution,</u>			250/-	
<u>PAGE 1 ONE YEAR</u>				
Rupees <u>TWO HUNDRED FIFTY RUPEES ONLY,</u>			}	
<u>TWO FIFTY ONLY,</u>				
Paid by <u>Cheque</u> ☒ <u>Cash</u> ☐				
Cheque No. <u>APPROVED BY</u>			Dated	Drawn on Bank
22 JUL 2025			250/-	

P. Vamsi
Prepared by

G. JAL KUMAR
AGM-HR & Admin

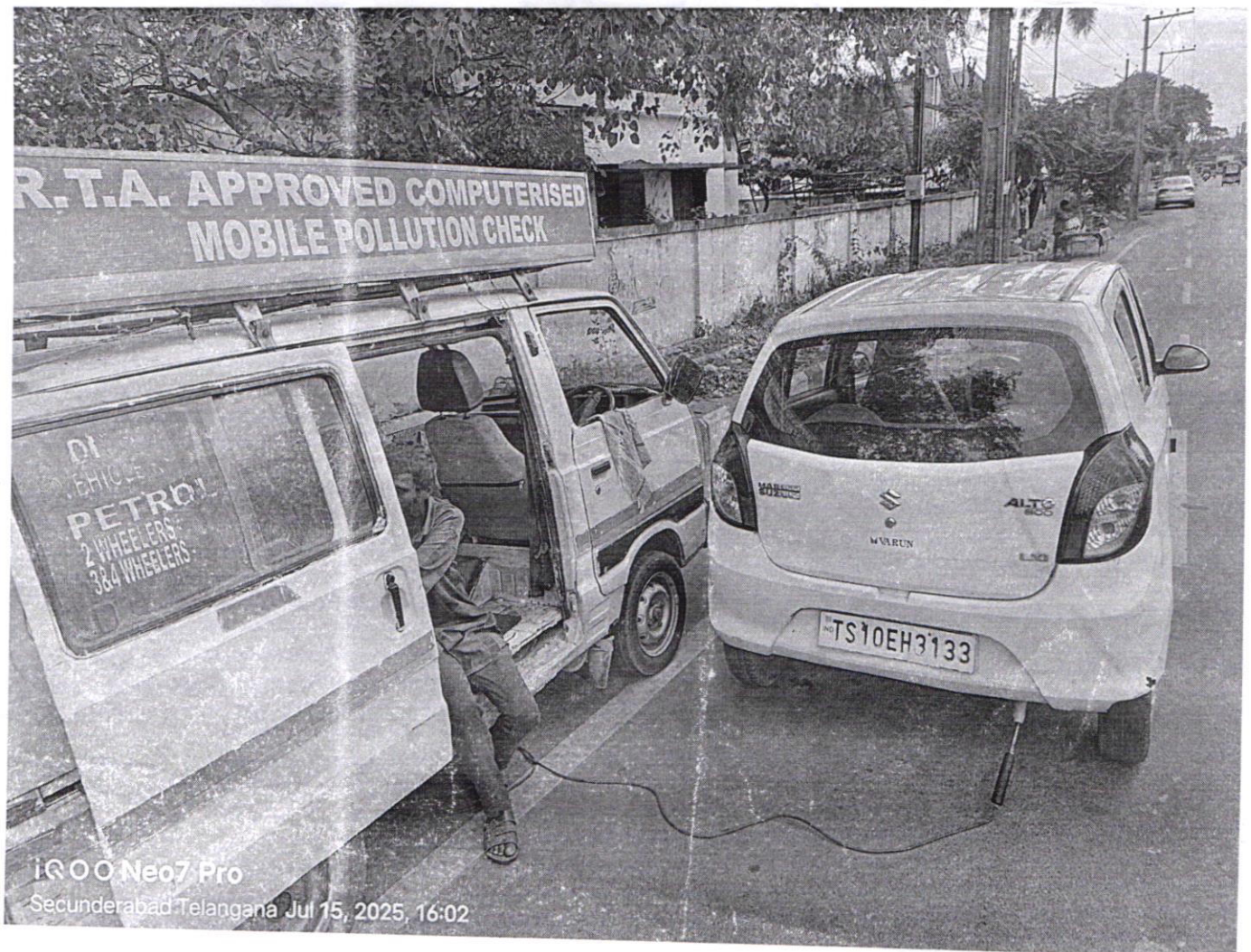
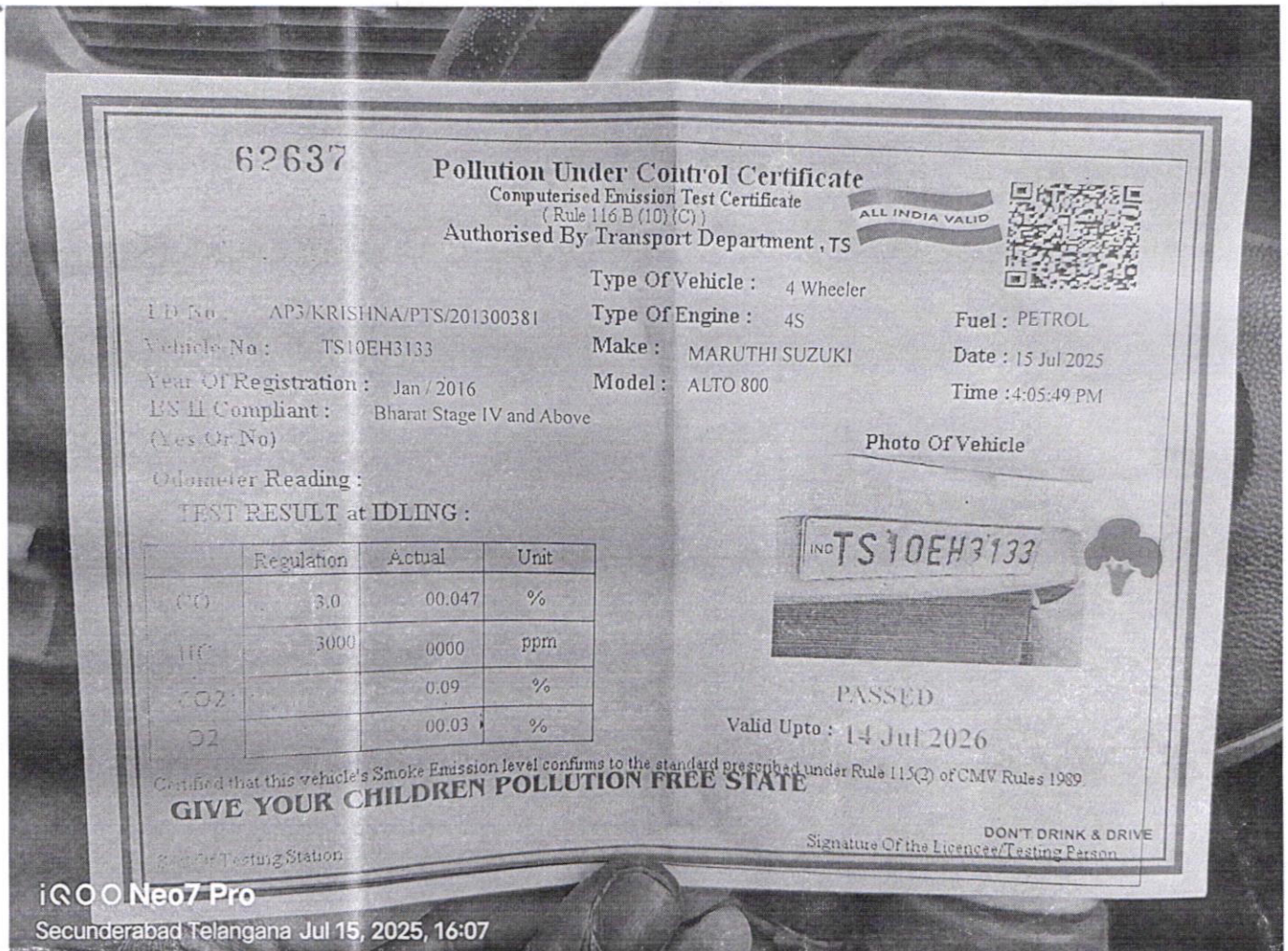
Approved by

P. H
Receiver's Signature



Date: 7/27/22

Prepared by
J. M. A. 9



DEBIT VOUCHER

Gauranga Mohy

Voucher No. _____

A/c. _____ Date : 30/07/28

Paid to				Rs.	Ps.
SOUTHERN POWER DISTRIBUTION COMPANY LTD.				1424	00
towards: Power Bill Payment of GAURANGA MOHY				↷	
SR. floor:- 105					
Rupees One thousand four Hundred Twenty					
four only					
Paid by	Cheque ☒	Cash ☐	Cheque No.	Dated	Drawn on Bank
				1424	00

Prepared by GJM

APPROVED BY
29
30 AUG 2025
Approved by
G. JAI KUMAR
AGM-HR & Admin

Receiver's Signature

DEBIT VOUCHER

CHANDAN KUMAR

Voucher No. _____

A/c. _____

Date: _____

Paid to		CHANDAN KUMAR	
Towards		Power Bill Payment	
Rs.		100	
Paid by		Cash	
Cheque		No.	
Dated		_____	
Drawn on Bank		_____	
Rs.		100	
Paid to		CHANDAN KUMAR	
Towards		Power Bill Payment	
Rs.		100	
Paid by		Cash	
Cheque		No.	
Dated		_____	
Drawn on Bank		_____	
Rs.		100	

Receiver's Signature



Prepared by

CHANDAN KUMAR



30/07/2025, 18:24

Welcome TO TGSPDCL



SOUTHERN POWER DISTRIBUTION COMPANY OF TELANGANA LIMITED



Transaction Acknowledgement

Thank you.

Your payment request has been successfully recorded. Please quote your transaction reference number for any queries relating to this request.

Please check TGSPDCL website and confirm payment updation

Transaction Reference Number : YIC42604005469

Transaction Date and Time : 30-07-2025 18:23:37

Service Number : 100036464

Name : SRI GURUDEV ASHRAM

ERO : 1

Bill Date : 06/07/2025

Due Date : 20/07/2025

Amount : 1424.00

Print

Make Another Payment

Powered by:



DEBIT VOUCHER

SOHAM MODI

Voucher No. _____

A/c. _____

Date : 23/07/28

Paid to	Southern Power Distribution Company			Rs.	Ps.	
towards	Power Bill Payment of SOHAM MODI			12169	00	
	SIR Serweno. - 100415208			}		
Rupees	Twelve thousand one Hundred					
	Sixty nine only					
Paid by	Cheque ☒	Cheque No.	Dated	Drawn on Bank	12169	00
	Cash ☒					

Shri
Prepared by

Approved by

Receiver's Signature

DEBIT VOUCHER

22/03/20

Voucher No. _____

Date _____

Rs. _____

Rs.	Paid to	Cash					
		towards					
		SIR					
		Rupess					
		Paid by					
Rs.	Cheque No.	Dated	Drawn on Bank	Cheque			
					Cash		
						12/11/10	
							12/11/10



Receiver's Signature

Approved by

Prepared by



Bill Payment Successful

03:29 PM on 16 Jul 2025

Electricity bill paid

Southern Power

₹12,169



Distribution company
of Telangana Ltd
(TGSPDCL)

100415208



Bill Details



Customer Name

:

SRI SOHAM MODI

Bill Date

:

05-Jul-2025



Payment details



Transaction ID

NB25071615292914483332742

Bharat Connect Transaction ID

PP015197BB40N171A797



Debited from



XXXXXX5850

₹12,169

UTR: 441465732027

Powered by



DEBIT VOUCHER

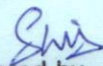
SOLAM MODI

Voucher No. _____

A/c. _____

Date : 23/07/28

Paid to HYDERABAD METROPOLITAN WATER SUPPLY	Rs.	Ps.			
towards WATER BIL PAYMENT R PRO: 280	1253	00			
CANNOIR 06/13/19/10	}				
Rupees ONE THOUSAND TWO HUNDRED					
FIFTY THREE ONLY					
Paid by ☒ Cheque ☐ Cash	Cheque No.	Dated	Drawn on Bank	1253	00

Prepared by 

Approved by 

Receiver's Signature



Bill Payment Successful

03:32 PM on 16 Jul 2025

Water bill paid



Hyderabad Metropolitan Water Supply and Sewerage Board

₹1,253

061131910



Bill Details



Customer Name : KESHAVPAL REDDY G.
Bill Number : XXXXXX363
Bill Date : 01-Jul-2025



Payment details



Transaction ID

NB25071615320498103769942

Bharat Connect Transaction ID

PP015197BB3OC175M898



Debited from



XXXXXX5850

₹1,253

UTR: 204341744544

Powered by

