Weekly - Petty cash /expense card statement.

Approved by	A.Suresh	Statement date	22-08-2025
Prepared by	N.Subhash	Sign	
From period	14-08-2025	To period	20-08-2025

Sl No	Debit to company	Debit to project	Description of expense	Amount	Bill enclosed	GST bill
1.	MMRK-LLP	GHT	Towards 3 phase Starter repairing work purpose.	1400/-		☐Y ☐N
2.	MMRK-LLP	GHT	Araldite For Fire lift Cladding& A-503 Flat balcony Granite Cladding Work purpose.	1455/-	☐Y ☐N	☐Y ☐N
3	MMRK-LLP	GHT	Towards Storm water pumping use purpose.	987/-	☐Y ☐N	☐Y ☐N
4	MMRK-LLP	GHT	Towards A block lift on/off lift button work purpose.	1000/-	☐Y ☐N	☐Y ☐N
5	MMRK-LLP	GHT				
6						
	Total			4842/-		

Amount to be credited by				
Approved by:	Div. Manager	Accountant	Accounts Manager	MD
Sign				
Date:	22-08-2025			

APPROVED BY
23 AUG 2025
A. SURESH
PROJECT MANAGER

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 receipted 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	Greenwood Heights.		
Project	GHT		
Voucher no.	1		
Account head			
Paid to	Electrician		
Towards/description of work	Towards 3 phase starter repair use purpose.		
Location of work	Kowkur		
Period	14-08-2025		20-08-2025
Amount in Rs.	1400/-		
	Fourteen hundred rupees Only.		
	Cheque/trf no.	Date	Bank
Prepared by	Approved by	Receivers name	Receivers signature
	for APPROVED BY 23 AUG 2025 A. SURESH PROJECT 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.

...I L.N. SWAMY
...LECTRICAL WORKS
...Main Road, Yapral, Secunderabad - 87.
Cell : 9290126494

...o. 1096 Date : 21 .8. 25

Customer Name ....

Address ....

Cell ....

Make L&T Starter

Problem Repair Charges 1400/-

Relly } New
Nowvolt Coil }
Conection

Order Date .... Delivery Date ....

Total 1400/-

Advance ....

Balance ....

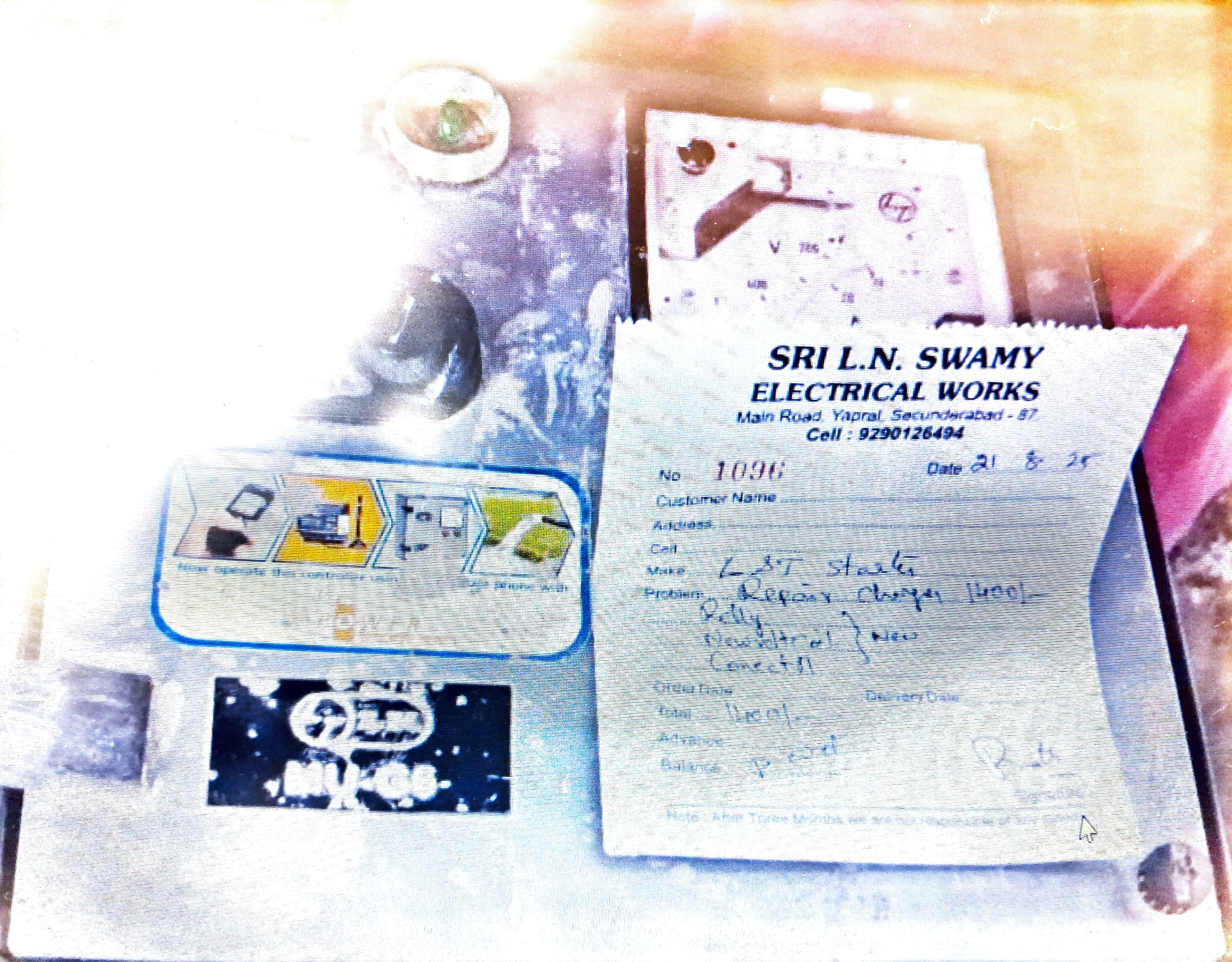
Signature

INWARD

Inward No: 296	Dt: 21/08/25
MRN No:	Dt:
Received By Suraj	Sign

MEHTA & MODI REALTY KOMPALLY

Note : After Three Months we are not responsible of any Goods.


SRI L.N. SWAMY
ELECTRICAL WORKS
Main Road, Yapral, Secunderabad - 87.
Cell : 9290126494
No 1096
Date 21 8 25
Customer Name
Address
Cell
Make L&T Starter
Problem Repair Charges 1400/-
Relly
Neuttral } New
Conection
Order Date
Delivery Date
Total 1400/-
Advance
Balance Paid

DEBIT VOUCHER			
Company/Firm	Greenwood Heights.		
Project	GHT		
Voucher no.	1		
Account head			
Paid to	Hardware Shop.		
Towards/description of work	Towards Fire lift granite,A-503 flat and Storm water pumping use purpose.		
Location of work	Kowkur		
Period	14-08-2025		20-08-2025
Amount in Rs.	1455/-		
	Fourteen hundred and fifty five rupees Only.		
	Cheque/trf no.	Date	Bank
Prepared by	Approved by	Receivers name	Receivers signature
	for N.		

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.

2 3 AUG 2025

TAX INVOICE

Cell : 9848750099

KRISHNA HARDWARE & ELECTRICALS

asianpaints

ELECTRICAL, HARDWARE, PAINTS & SANITARY

ashirvad

4-98/15/4, Beside Noma Function Hall, Mallapur, Hyderabad -500 076.

Billing Address :
M/s. Mehta & Modi Realty
Kowkur LLP.

GSTIN No. 36ABCFM7631F1Z3

Invoice No. : 7160 Date : 14/8/25

Supply of D.C. No. :

Supply Date :

Customer Cell :

Sl. No.	PRODUCT	HSN/UOM CODE	QTY	RATE	TOTAL AMOUNT
1.	Araldite Fast 1/2kg	3506	1no	763	763
2.	2" CPVC elbow - hindware	3917	2no	150	300
3.	2" CPVC pipe	3917	1ft	170	170

Rupees in words

GSTIN : 36AEEPN3102J1ZR

TOTAL	1233
SGST @ 9 %	111
CGST @ 9 %	111
GRAND TOTAL	1455.

Bank Details :

Bank Name : ICICI BANK
A/C No. : 006905008299
Branch : HABSIGUDA
IFSC Code : ICIC0000069

For KRISHNA HARDWARE & ELECTRICALS

Authorised Signatory

Goods Once sold will not be taken back

E & O.E.

DEBIT VOUCHER			
Company/Firm	Greenwood Heights.		
Project	GHT		
Voucher no.	1		
Account head			
Paid to	Hardware		
Towards/description of work	Towards Storm watre pumping use purpose.		
Location of work	Kowkur		
Period	14-08-2025		20-08-2025
Amount in Rs.	987/-		
	Nine hundred & eighty seven rupees Only.		
	Cheque/trf no.	Date	Bank
Prepared by	Approved by	Receivers name	Receivers signature
	for [signature]		

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.

23 AUG 2025

PROJECT MANAGER

TAX INVOICE

Cell : 9848750099

KRISHNA HARDWARE & ELECTRICALS

asianpaints

ELECTRICAL, HARDWARE, PAINTS & SANITARY

ashirvad

4-98/15/4, Beside Noma Function Hall, Mallapur, Hyderabad -500 076.

Billing Address

M/s Mehta & Modi Realty

Kowkur LLP

GSTIN No 36ABLFM7631F1Z3

Invoice No. : 7161 Date 14/8/25

Supply of D.C. No. :

Supply Date :

Customer Cell :

Sl. No.	PRODUCT	HSN/UOM CODE	QTY	RATE	TOTAL AMOUNT
1.	2"inch Hose Pipe	3917	9 MTR	93	837

Rupees in words :

GSTIN : 36AEEPN3102J1ZR

TOTAL	837
SGST @ 9 %	75
CGST @ 9 %	75
GRAND TOTAL	987.

Bank Details :

Bank Name ICICI BANK

A/C No 000905008299

Branch [illegible]

IFSC Code [illegible]

For KRISHNA HARDWARE & ELECTRICALS

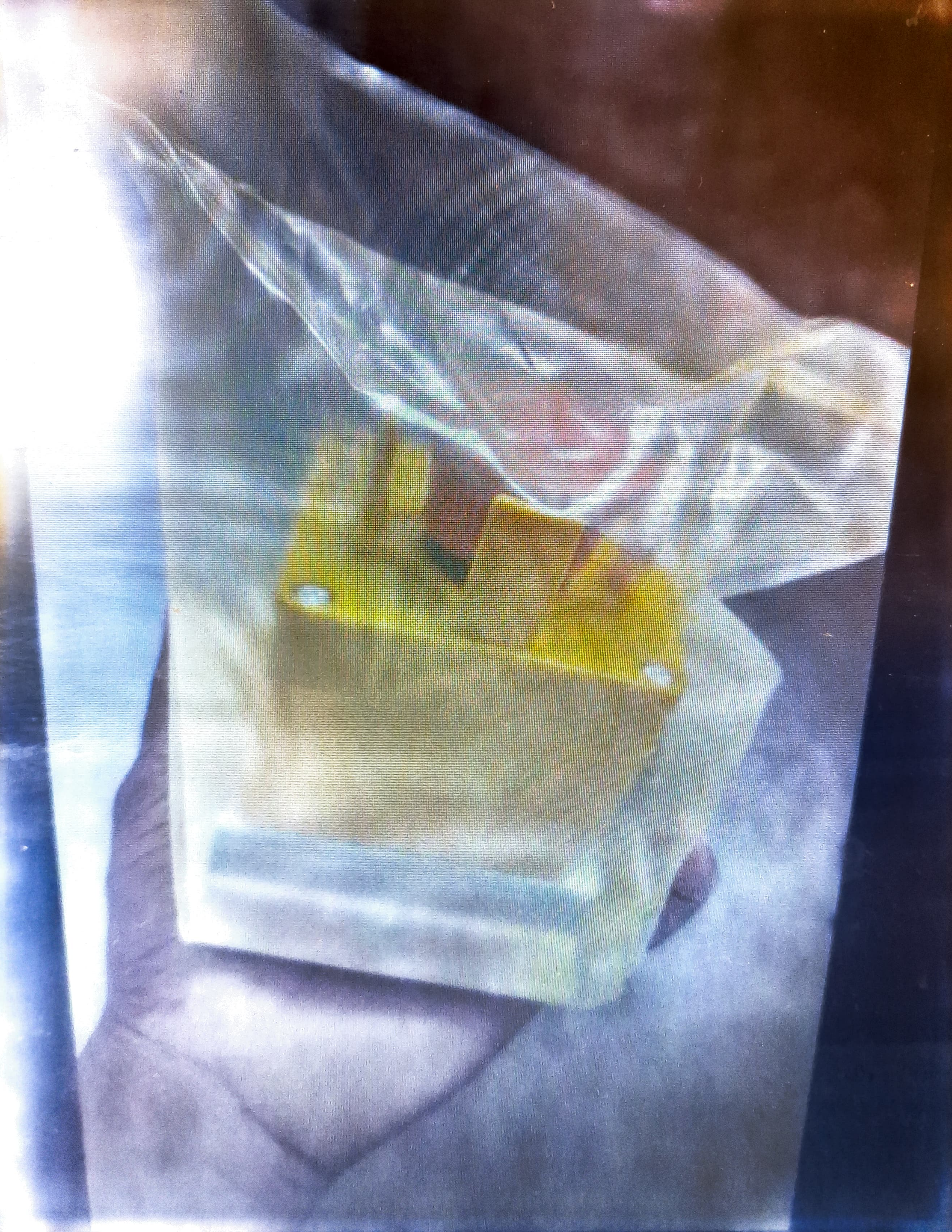
Authorised Signatory

Goods Once sold will not be taken back

E & O E

DEBIT VOUCHER			
Company/Firm	Greenwood Heights.		
Project	GHT		
Voucher no.	1		
Account head			
Paid to	Lift Person.		
Towards/description of work	Towards A Block lift button work use purpose.		
Location of work	Kowkur		
Period	14-08-2025		20-08-2025
Amount in Rs.	1000/-		
	One thousand rupees Only.		
	Cheque/trf no.	Date	Bank
Prepared by	Approved by	Receivers name	Receivers signature
	APPROVED 23 AUG 2025 A. SURESH PROJECT 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.



Transaction ... sful
10:53 am on 18 Aug 2025

Paid to

Mohan Johnson Lift GHT ₹1,000
+919542896665

Banking Name : Vasamsetti Mohan

Transfer Details

Transaction ID
T2508181053140270971260

Debited from
XXXXXX9290 ₹1,000
UTR: 733192457232

Powered by
UPI YES BANK