

Weekly - Petty cash /expense card statement.

Name		D. Shiva Shewar		Statement date		01/09/25	
Prepared by		D. Shiva Shewar		Sign		82	
From period				To period			
Sl No	Debit to company	Debit to project	Description of expense	Amount	Bill enclosed	GST bill	
1.	MODI REALTY	UP	Resto & Co. Dinner 467	250	☒ Y ☐ N	☒ Y ☐ N	
2.	MCMEIT		Resto & Co. Dinner 468	250	☒ Y ☐ N	☒ Y ☐ N	
3.					☐ Y ☐ N	☐ Y ☐ N	
4.	AMS 3663 PN CTA		Resto & Co. Dinner 315	500	☒ Y ☐ N	☒ Y ☐ N	
5.	AMS 702 PN CTD		Resto & Co. Dinner 313	500	☒ 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.					☐ Y ☐ N	☐ Y ☐ N	
11.	Total			1500/-			
Amount to be credited by		☐ Transfer to expense card, ☐ Cash reimbursement, ☐ Transfer to personal a/c. ☐ Other:					
Approved by:		Divya		Accountant		Accounts Manager MD	
Sign:							
Date:							

Notes: 1. Scanned copy of this statement to be submitted to Accounts Manager by 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. MDs approval is required for expenses of over 10,000/- per week

mod? Recto marginalis
up

A/c: _____ Date: 30/08/24



Receiver's Signature

Approved by

Prepared by

ESTD.: 1938
T. A. & CO.,
MAKERS

RAJA & SONS
RUBBER STAMP MAKERS
RUBBER STAMPING ROAD,
RUBBER STAMPING ROAD - 500 003.
7-2-658/1, RASTRAPATHI ROAD,
SECUNDERABAD - 500 003.
SECONDSTAMPS@HOTMAIL.COM

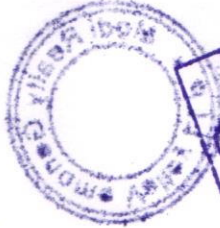
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PARTICULARS

2

 $\frac{1}{2}$

2ms
2ms
2ms



CHECKED

SECURITY/ST/STP.
CHE

20

6

Date: 20/01/2020 AMOUNT: Rs. 10000/-

Rs.

252

5

TOTAL

252

5

For RAJA & CO.

As per Specimen Attached

For Modi Realty Miryalaguda LLP

Authorised Signatory



DEBIT VOUCHER

Voucher No. _____

A/c. _____

Date : 30/08/24

Paid to		Rs.	Ps.
Rajen & Co		250	00
towards Purchase of Posset sum			
Cheque no. 468			
Rupees Two Hundred fifty only			
Paid by <u>Cheque</u> ☐ <u>Cash</u> ☒		Cheque No. ☐ Dated ☐ Drawn on Bank ☐	
		250	00

GND

Prepared by

Approved by

Receiver's Signature



ESTD.: 1938

RAJA & CO.,

RUBBER STAMP MAKERS

7-2-658/1, Rashtrapathi Road,

SECUNDERABAD - 500 003.

E-mail : rajastamps@hotmail.com

Ph : 27704625

Cell : 9032008269

SMS/Whts App : 9032008263

M/s. M K M E T

No.

468

Date : 30/08/28

Sl.
No.

PARTICULARS

AMOUNT
Rs. Ps.

1 Rubber Stamp Makers

250

00

CHECKED

SECURITY/SUP.

30/8/28

Dr:

TOTAL

250

00

As per Specimen Attached

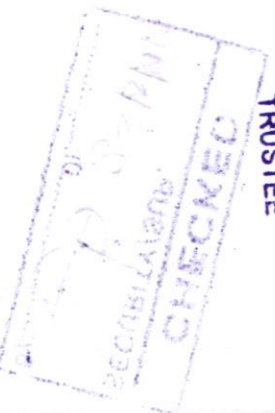
For RAJA & CO.

For M/s. MC MODI EDUCATIONAL TRUST

TRUSTEE

For M/s. MC MODI EDUCATIONAL TRUST

TRUSTEE



Ans 3667 pvt 2915

A/c. _____ Date: 16/08/28



Receiver's Signature

Approved by

Prepared by

Prepared by

Approved by

Received & Signature



No	Date	Particulars	Debit	Credit	Balance
1	2002	By Balance b/d			
2	2002	To Balance b/d			
3	2002	By Balance b/d			
4	2002	To Balance b/d			
5	2002	By Balance b/d			
6	2002	To Balance b/d			
7	2002	By Balance b/d			
8	2002	To Balance b/d			
9	2002	By Balance b/d			
10	2002	To Balance b/d			
11	2002	By Balance b/d			
12	2002	To Balance b/d			
13	2002	By Balance b/d			
14	2002	To Balance b/d			
15	2002	By Balance b/d			
16	2002	To Balance b/d			
17	2002	By Balance b/d			
18	2002	To Balance b/d			
19	2002	By Balance b/d			
20	2002	To Balance b/d			

CA

Date

20/08/02

on receipt

DEBIT VOUCHER

2002 2002

ESTD.: 1938

RAJA & CO.:
RUBBER STAMP MAKERS

7-2-658/1, Rashtapathi Road,

SECUNDERABAD - 500 003.

E-mail : rajastamps@hotmail.com

Ph : 27704625

Cell : 9032008269

SMS/Whats App : 9032008263

M/s.

Ans 3663

PVR LTD

No.

Date :

16/08/24

Sl.
No.

PARTICULARS

AMOUNT

Rs.

Ps.

1 Rubber Stamp 4 nos

500

00

CHECKED

SECURITY/SUP.



By:

16/8/24

Dt:

TOTAL

500

00

As per Specimen Attached

For RAJA & CO.



For AMTZ MEDPOLIS SQUARE 3663 PRIVATE LIMITED

Authorised Signatory

CHECKED
For AMTZ MEDPOLIS SQUARE 3663 PRIVATE LIMITED

Authorised Signatory

DEBIT VOUCHER

AMS 702 PM 27A

Voucher No. _____

A/c. _____ Date: 16/08/28

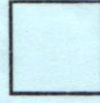
Paid to	Rs.	Ps.
<u>Ratan & Co.</u>	<u>500</u>	<u>00</u>
<u>towards Purchases of Rattan Sweets</u>		
<u>Slu no:- 312</u>		
<u>Rupees five hundred rupees only</u>		
<u>Paid by</u>	<u>Cheque</u>	<u>Drawn on Bank</u>
<u>Cash</u>	<u>No.</u>	<u>Dated</u>
	<u>500</u>	<u>00</u>

gus

Prepared by

Approved by

Receiver's Signature



ESTD. : 1938

RAJA & CO.,

RUBBER STAMP MAKERS

7-2-658/1, Rashtapathi Road,

SECUNDERABAD - 500 003.

E-mail : rajastamps@hotmail.com

Ph : 27704625

Cell : 9032008269

SMS/Whats App : 9032008263

M/s. RAJA

Am 5 702 PV

LTJ

No. **313**

Date : 16/08/28

Sl. No.	PARTICULARS	AMOUNT Rs.	Ps.
1	1 Nos. per Stamp 4 nos.	5000	00
CHECKED SECURITY/SUP. By: <u>[Signature]</u> 16/8/28 500/-		5000	00
TOTAL		5000	00

As per Specimen Attached

For RAJA & CO.

For AMTZ MEDPOLIS SQUARE 702 PRIVATE LIMITED

Authorised Signatory

For AMTZ MEDPOLIS SQUARE 702 PRIVATE LIMITED

Authorised Signatory

