Weekly - Petty cash /expense card statement.

Name	D. Shiva Shankar	Statement date	01/09/25
Prepared by	D. Shiva Shankar	Sign	[signature]
From period		To period	

Sl No	Debit to company	Debit to project	Description of expense	Amount	Bill enclosed	GST bill
1.	MODI REALTY	Miryalaguda LLP	Reza & Co. Bill no: 467	250	☑Y ☐N	☐Y ☑N
2.	MCMET		Reza & Co: Bill no: 468	250	☑Y ☐N	☐Y ☑N
3.					☐Y ☐N	☐Y ☐N
4.	~~AM~~ S 3663 PVT LTD		Reza & Co. Bill no:- 315	500	☑Y ☐N	☐Y ☑N
5.	AMS 702 PVT LTD		Reza & Co. Bill no:- 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:	Div. Manager	Accountant	Accounts Manager	MD
Sign:	APPROVED BY 01 SEP 2025 G JAI KUMAR AGM-HR & Admin			
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 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

MODI REALTY MIRYALAGUDA LLP

DEBIT VOUCHER

Voucher No. ____________

A/c. ____________ Date : 30/08/24

Particulars	Rs.	Ps.
Paid to RAJA & CO		
towards Purchase of Rubber Stamp	250	00
Bill no:- 462		
Rupees Two Hundered fifty only		
Paid by Cheque / Cash ✓ — Cheque No. ____ Dated ____ Drawn on Bank ____	250	00

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

No. 467

M/s. Medi Reddy
Moyyaguda ... LLP

Date : 30/08/25

Sl. No.	PARTICULARS	AMOUNT Rs.	Ps.
1	Rubber Stamp 2 nos	250	00
	TOTAL	250	00

As per Specimen Attached

For RAJA & CO.

Authorised Signatory

CHECKED
SECURITY/SUP.
Dt: 30/8/25
By: ....

For Modi Realty Miryalaguda LLP

Authorised Signatory

Modi Realty Genome Valley LLP ★

DEBIT VOUCHER

Voucher No. ______________

A/c. ______________________ Date : 30/08/28

	Rs.	Ps.
Paid to Rosen & CO		
towards Purchase of Rubber Shims	250	00
Bill no. 468		
Rupees Two Hundred fifty only		
Paid by Cheque / Cash ✓ Cheque No. Dated Drawn on Bank	250	00

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. MKEMET

No. 468

Date : 30/08/28

Sl. No.	PARTICULARS	AMOUNT Rs.	Ps.
1	Rubber Stamp Dinus	250	00
	TOTAL	250	00

CHECKED
SECURITY/SUP.
By: Dt: 30/8/28

As per Specimen Attached

For RAJA & CO.

For M/s. MC MODI EDUCATIONAL TRUST

TRUSTEE

For M/s. MC MODI EDUCATIONAL TRUST

TRUSTEE

CHECKED

SECURITY/SUP.

Ams 3663 PVT LTD

DEBIT VOUCHER

Voucher No. ____________

A/c. ____________ Date : 16/08/20

Paid to Rozen & Co.	Rs.	Ps.
towards Purchasing of Rubber Sheets	500	00
Bill no. :- 318		
Rupees five Hundred Rupees only		
Paid by Cheque/Cash ✓ · Cheque No. · Dated · Drawn on Bank	500	00

Prepared by   Approved by   Receiver's Signature

[illegible]

DEBIT VOUCHER

Voucher No. ____________

A/c. ____________ Date : [illegible]

	Rs.	Ps.
Paid to [illegible] & Co.		
towards [illegible]	500	00
[illegible]		
Rupees Five Hundred [illegible] only		
Paid by Cash/ Cheque — Cheque No. ____ Dated ____ Drawn on Bank ____	500	00

Prepared by [illegible] Approved by [illegible] 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. AMS 3663 PVT LTD

No. 315

Date : 16/08/18

Sl. No.	PARTICULARS	AMOUNT Rs.	Ps.
1	Rubber Stamps 4 nos	500	00
	500/- TOTAL	500	00

CHECKED
SECURITY/SUP.
By: .... Dt: 16/8/18

As per Specimen Attached

For RAJA & CO.

AMTZ MEDPOLIS SQUARE 3663 PRIVATE LIMITED ★ SEC'BAD

AMTZ MEDPOLIS SQUARE 3663 PRIVATE LIMITED ★ SEC'BAD

For AMTZ MEDPOLIS SQUARE 3663 PRIVATE LIMITED

Authorised Sigantory

For AMTZ MEDPOLIS SQUARE 3663 PRIVATE LIMITED

Authorised Sigantory

AMS 702 PVT LTD

DEBIT VOUCHER

Voucher No. ______

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

	Rs.	Ps.
Paid to Roza & CO.		
towards Purchasing of Rubber Stamps	500	00
Bill No:- 313		
Rupees five Hundered Rupees only		
Paid by Cheque / Cash ✓ — Cheque No. — Dated — Drawn on Bank	500	00

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. ~~APPT~~ AMS 702 PVT LTD

No. 313 Date : 16/08/25

Sl. No.	PARTICULARS	AMOUNT Rs.	Ps.
1	Rubber stamp 4 nos	5280	00
	500/-	500	00
	TOTAL	500	00

CHECKED
SECURITY/SUP.
By: .... Dt: 16/8/25

As per Specimen Attached

For RAJA & CO.

For AMTZ MEDPOLIS SQUARE 702 PRIVATE LIMITED

Authorised Sigantory

For AMTZ MEDPOLIS SQUARE 702 PRIVATE LIMITED

Authorised Sigantory

AMTZ MEDPOLIS SQUARE 702 PRIVATE LIMITED * SEC'BAD

AMTZ MEDPOLIS SQUARE 702 PRIVATE LIMITED * SEC'BAD