

Weekly - Petty cash /expense card statement.

Name	SOWA	Statement date	11-09-25			
Prepared by	K.Tulasi Rani	Sign				
From period	04-09-25	To period	10-09-25			
1	SOWA	SOV	Towards purchasing of petrol for Garden grass cutting machine purpose for attending complaint works and common footpath	400/-	☐ Y ☒ N	☐ Y ☒ N
2	SOWA	SOV	Towards buying of Garden Trimmer wire 1-Bundle	450/-		
3	SOWA	SOV	Towards purchasing of cleaning items for club house common bathrooms cleaning work purpose	200/-	☐ Y ☒ N	☐ Y ☒ N
4	SOWA	SOV	Towards purchasing of 4"Cutting wheels for gate cutting work at main gate towards OC purpose	95/-	☐ Y ☒ N	☐ Y ☒ N
5						
			Total amount	1145/-		
Amount credited to be	☐ Transfer to Haapay card, ☐ Transfer to expense card, ☐ Cash reimbursement, ☐ Transfer to personal a/c. ☐ Other:					
Approved by:	Div. Manager	Accountant	Accounts Manager	MD		
Sign:						
Date:	APPROVED BY 11 SEP 2025					

per week

DEBIT VOUCHER

Company/Firm	SOWA		
Project	SOV-I		
Voucher no.	1		
Account head	Umar		
Paid to	K.purshotham		
Towards/description of work	Towards purchasing of petrol for Garden grass cutting machine purpose for attending complaint works and common footpath		
Location of work	SOWA		
Period	From:	04-09-25	To: 10-09-25
Amount in Rs.	400/-		
Amount in words	Four Hundred Rupees Only		
Mode of payment	Cheque/trf no.	Date	Bank
Prepared by	Approved by	Receivers name	Receivers signature

Certified by:

APPROVED BY

11 SEP 2025

K. Tulasi Rani
Asst. Engineer

K. PURSHOTHAM
Project Manager (Silver Oak Villas Part-III)

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.

DEBIT VOUCHER

Company/Firm	SOWA		
Project	SOV-I		
Voucher no.	2		
Account head	Umar		
Paid to	K.purshotham		
Towards/description of work	Towards buying of Garden Trimmer wire 1-Bundle		
Location of work	SOWA		
Period	From:	04-09-25	To: 10-09-25
Amount in Rs.	450/-		
Amount in words	Four Hundred Fifty Rupees only.		
Mode of payment	Cheque/trf no.	Date	Bank
Prepared by	Approved by	Receivers name	Receivers signature

Certified by:

APPROVED BY

11 SEP 2025

K. Tulasi Rani
Asst. Engineer

K. PURSHOTHAM
Project Manager (Silver Oak Villas Part-III)

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.

DEBIT VOUCHER			
Company/Firm	SOWA		
Project	SOV- I		
Voucher no.	3		
Account head	Umar		
Paid to	K.Purshotham		
Towards/description of work	Towards purchasing of cleaning items for club house common bathrooms-cleaning work purpose		
Location of work	Apartments		
Period	From: 04-09-25	To: 10-09-25	
Amount in Rs.	200/-		
Amount in words	Two Hundred Rupees only		
Mode of payment	Cheque/trf no.	Date	Bank
Prepared by	Approved by	Receivers name	Receivers signature

Certified by:



K. Tulasi Rani
Asst. Engineer
SILVER OAK VILLAS LLP

APPROVED BY



11 SEP 2025

K. PURSHOTHAM
Project Manager (Silver Oak Villas Part-III)

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

DEBIT VOUCHER			
Company/Firm	SOWA		
Project	SOV- I		
Voucher no.	4		
Account head	Umar		
Paid to	K.Purshotham		
Towards/description of work	Towards purchasing of 4"Cutting wheels for gate cutting work at main gate towards OC purpose		
Location of work	Maingate		
Period	From: 04-09-25	To: 10-09-25	
Amount in Rs.	95/-		
Amount in words	Ninety Five Rupees only		
Mode of payment	Cheque/trf no.	Date	Bank
Prepared by	Approved by	Receivers name	Receivers signature

Certified by:



K. Tulasi Rani
Asst. Engineer
SILVER OAK VILLAS LLP

APPROVED BY



11 SEP 2025

K. PURSHOTHAM
Project Manager (Silver Oak Villas Part-III)

QUOTATION

Ph : 7338987649

8985640865

MATHAJI ENTERPRISES

**ELECTRICAL, HARDWARE, PAINTS, SANITARY, ALL INDUSTRIAL,
CEMENTS, BOLTNUT PACKING ITEM, OIL&GREASE**

Plot No. 37, Raghuvver Nagar, Beside TVS Tyres, Near Cherlapally Bus stop
Rampally Road, Hyderabad-500 051

Name _____ DOB 17-94

Sl. No.	PARTICULARS	Qty.	Amount Rs. Ps.						
	4" Luthis Wheel sm ROMA		95- 95-						
INWARD <table><tr><td>Inward No. 1025</td><td>Dt: 11/9/25</td></tr><tr><td>MKN No:</td><td>Dt:</td></tr><tr><td>Received By:</td><td>Sign: <i>[Signature]</i></td></tr></table> (Silver Oak Villas-Part-III)			Inward No. 1025	Dt: 11/9/25	MKN No:	Dt:	Received By:	Sign: <i>[Signature]</i>	
Inward No. 1025	Dt: 11/9/25								
MKN No:	Dt:								
Received By:	Sign: <i>[Signature]</i>								
TOTAL									

For **MATHAJI ENTERPRISES**



IndianOil

SUPERINTENDENT OF JAIL
PAC CHARLAPALLY
MEDCHAL (DIST)

ORIGINAL

09-SEP-2025 10:33:16

TXN NO: N.A.

INVOICE NO: 570765

VEHICLE NO: NOT ENTERED

PRESET: 200.00 INR

NOZZLE NO : 4

PRODUCT: Product 1

DENSITY: 829.8 kg/m³

RATE : 107.50 INR/L

VOLUME: 1.86 L

AMOUNT: 200.00 INR

Thank You! With Love, Aozin

V: 1541371.510

PST:200.000 INR

PST: 200.000 INR
VEH. NO: NOT ENTERED

WA

9/9/25

2 bottles $\rightarrow$ 400/-

INWARD

NO. 1073

Dt 9/9/25

60:

Dt:

b6 b7c

Sign:

er Oak Villas-Part-III

Association

ESTIMATE

Cell : 9705453573

8309066073



ISRA TOOLS & SYNDICATE

1-8-10/59, Ranigunj, 'X' Roads, Secunderabad - 500 003.

GSTIN : 36CGEPK1024N1ZF

05/09/25

1, Trimmer with

1 Bl

450/-

INWARD	
Inward No. 1024	Dt: 5/9/25
Mkt. No:	Dt:
Received By:	Sign: 
Silver Oak Villas-Part-1 (b) 1	

Association



450/-