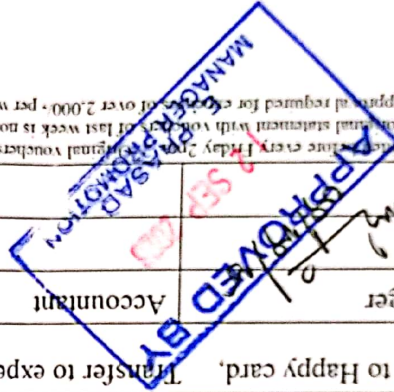


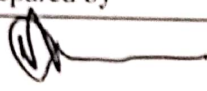


Weekly - Petty cash / expense card statement.

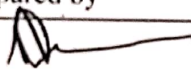
Name	Vino Kumar NRC		Statement date	09/09/25	
Prepared by	Vino Kumar NRC		Sign	[Signature]	
From period	09/09/25		To period	09/09/25	
Sl No	Debit to company	Debit to project	Description of expense	Amount	Bill enclosed
1	Vino Kumar NRC	U.S.	Toll fees	355	Y N
2	Vino Kumar NRC	U.S.	Per diem	3120	Y N
3	Vino Kumar NRC	U.S.	Food allowances	825	Y N
4					Y N
5					Y N
6					Y N
7					Y N
8					Y N
9					Y N
10	Total			4300	Y N
Amount to be credited by					
Transfer to Happy card, Transfer to expense card, Cash reimbursement, Transfer to personal a/c.					
Other:					
Approved by:					
Div. Manager					
Accountant					
Accounts Manager					
MD					
Sign:					
Date:					

Notes: 1. Scanned copy of this statement to be submitted to the Division manager and accounts manager and approval required for expenses of over 2,000/- per week. 2. If original statement with vouchers of last week is not received withhold further payment and salary. 3. Employee must maintain photocopy of all bills/vouchers for 3 months. 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. MDs approval is required for expenses of over 10,000/- per week.



DEBIT VOUCHER			
Company/Firm	Nave Nsewlep.		
Project	NLS.		
Voucher No.			
Account head	Promotions.		
Paid to	person		
Towards/description of work	Held to Singapore & Sumud, Press & BUK. (390 kms)		
Location of work	Singapore.		
Amount in Rs.	3,120/-		
Amount in words	Three thousand One hundred & twenty only.		
Mode of payment	Cash.		
	Cheque/trf No.	Date	Bank
Prepared by	Approved by	Receivers Name	Receivers Signature
			

APPROVED BY
 12 SEP 2023
 E. PRASAD
 MANAGER PROMOTION

DEBIT VOUCHER			
Company/Firm	Vive View LLP.		
Project	NCS.		
Voucher No.			
Account head	Promotions.		
Paid to	Toll bases.		
Towards/description of work	Hrd to Super & back.		
Location of work	Singapore.		
Amount in Rs.	355/-		
Amount in words	Three Hundred & fifty five only.		
Mode of payment	Online.		
	Cheque/trf No.	Date	Bank
Prepared by	Approved by	Receivers Name	Receivers Signature
			

APPROVED BY
12 SEP 2023
E. PRASAD
MANAGER PROMOTION

Transactions

Bank Name IDFC First Bank
From Date 2025-09-10
To Date 2025-09-11
Total Amount Credited 1000
Total Amount Debited 355

Vehicle No. TS10FB9780
Chassis No. NA
Barcode 608116-014-0095948
Tag ID 34161FA820328EE81C2ED980
Customer ID 18970358

Transaction Date	Processing Date	Transaction No	Plaza ID	Transaction Type	Credit Amount	Debit Amount	Balance	Transaction Details	Tag ID
10/09/2025 12:14:12	10/09/2025 12:14:12	58377506315350419		C	1000.00		1389.00	BBPS BILLER A/C Dc	34161FA820328EE81C2ED980
11/09/2025 08:02:53	11/09/2025 08:03:38	005589309947		D		40	1349.00	Issuer Debit Transaction for toll fare - 550011 - Peda Amberpet	34161FA820328EE81C2ED980
11/09/2025 08:36:20	11/09/2025 08:36:41	015001C110925083520		D		80	1269.00	Issuer Debit Transaction for toll fare - 015001 - Pandangi	34161FA820328EE81C2ED980
11/09/2025 08:22:58	11/09/2025 08:25:15	005589327659		D		120	1149.00	Issuer Debit Transaction for toll fare - 015002 - Korlaipad	34161FA820328EE81C2ED980
11/09/2025 12:37:47	11/09/2025 12:40:07	005592410474		D		80	1069.00	Issuer Debit Transaction for toll fare - 015002 - Korlaipad	34161FA820328EE81C2ED980
11/09/2025 17:03:39	11/09/2025 17:04:08	015001005110625170339		D		35	1034.00	Issuer Debit Transaction for toll fare - 015001 - Pandangi	34161FA820328EE81C2ED980
11/09/2025 18:01:32	11/09/2025 18:01:32	005599065216		D		20	1014.00	Issuer Debit Transaction for toll fare - 550009 - Chakkar	34161FA820328EE81C2ED980

[Handwritten signature]

DEBIT VOUCHER

Company/Firm	Nata Neta Ltd		
Project	N/A		
Voucher No.			
Account head	Purchased		
Paid to	Food & Beverage		
Towards/description of work	Food & Beverage 2 people		
Location of work	Sungay		
Amount in Rs	825		
Amount in words	Eight hundred & twenty five only		
Mode of payment	Cash		
	Cheque/rtf No.	Date	Bank
Prepared by	Approved by	Receiver's Name	Receiver's Signature
			

