

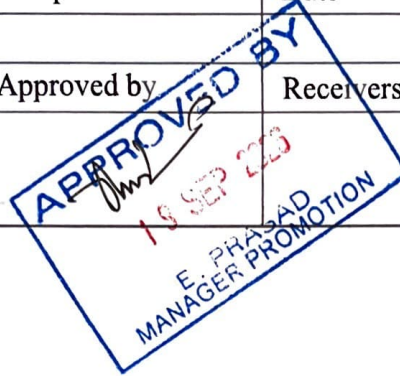
Weekly - Petty cash /expense card statement.

Name		Vivek Kumar Up		Statement date		17/09/25	
Prepared by		Anil Kumar		Sign			
From period		15/09/25		To period		16/09/25	
Sl No	Debit to company	Debit to project	Description of expense	Amount	Bill enclosed	GST bill	
1.	Vivek Kumar Up	VHS	Toll charges	480/-	☒ N	Y	N
2.	Vivek Kumar Up	VHS	Food Allowables	4400/-	☒ Y	Y	N
3.	Vivek Kumar Up	VHS	Personal Expenses	4672/-	☒ N	Y	N
4.					Y N	Y	N
5.					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.	Total			9,552/-			
Amount to be credited by		Transfer to Happy card, Transfer to expense card, Cash reimbursement, Transfer to personal a/c.					
Approved by:		Div. Manager		Accountant		Accounts Manager	
Sign:							
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 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

DEBIT VOUCHER

Company/Firm	Nurva View LLP		
Project	N.G.S.		
Voucher No.			
Account head	Promotions		
Paid to	Poll bases		
Towards/description of work	Hdnd to Singapore & Bank		
Location of work	Singapore		
Amount in Rs.	4801 -		
Amount in words	Four thousand & eighty one		
Mode of payment	Cash		
	Cheque/trf No.	Date	Bank
Prepared by	Approved by	Receivers Name	Receivers Signature
			



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FASTAG RECEIPT FOR 15/9/202510:36 - 17/9/20253:36

Driver Name - Anand kumar
Driver Phone Number -
Customer Name - AnandkumarNetha
Customer Phone Number - 9502277099
Company Name -

Transactions :

DATE : 17/09/2025 01:33:15
AMOUNT DEBITED : Rs.40
AMOUNT CREDITED : Rs.0
BALANCE : Rs.554.00

DATE : 17/09/2025 00:42:07
AMOUNT DEBITED : Rs.80
AMOUNT CREDITED : Rs.0
BALANCE : Rs.594.00

DATE : 16/09/2025 23:48:50
AMOUNT DEBITED : Rs.120
AMOUNT CREDITED : Rs.0
BALANCE : Rs.674.00

DATE : 15/09/2025 16:04:44
AMOUNT DEBITED : Rs.120
AMOUNT CREDITED : Rs.0
BALANCE : Rs.794.00

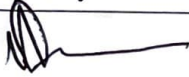
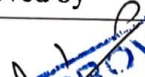
DATE : 15/09/2025 14:01:44
AMOUNT DEBITED : Rs.80
AMOUNT CREDITED : Rs.0
BALANCE : Rs.914.00

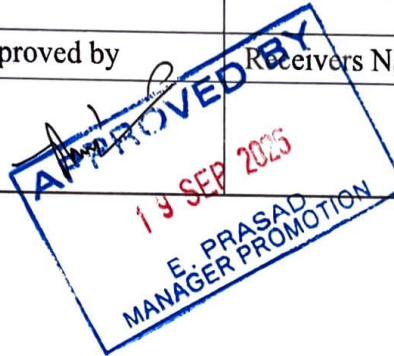
DATE : 15/09/2025 13:30:04
AMOUNT DEBITED : Rs.40
AMOUNT CREDITED : Rs.0
BALANCE : Rs.994.00

TOTAL AMOUNT DEBITED : Rs.480.0
TOTAL AMOUNT CREDITED : Rs.0.0



DEBIT VOUCHER

Company/Firm	Vine View LLP.		
Project	NGS.		
Voucher No.			
Account head	Promotions.		
Paid to	Good Alliance -		
Towards/description of work	Hedded to Singapore 8 people Subh's promotion.		
Location of work	8x275 = 2200 x 2 = 4400, Singapore.		
Amount in Rs.	4400/-		
Amount in words	Four thousand four hundred only.		
Mode of payment	Cash.		
	Cheque/trf No.	Date	Bank
Prepared by	Approved by	Receivers Name	Receivers Signature
			



DEBIT VOUCHER

Company/Firm	Nare View LLP.		
Project	VHS.		
Voucher No.			
Account head	Promotions.		
Paid to	Person.		
Towards/description of work	Hd bnd to Supplier, Coded & BULK.		
Location of work	Supplier & Bulk. 584 kms		
Amount in Rs.	584 x 8 = 4.672/-		
Amount in words	Four thousand Six Hundred & Seventy two		
Mode of payment	Cash.		
	Cheque/trf No.	Date	Bank
Prepared by	Approved by	Receivers Name	Receivers Signature

APPROVED BY
19 SEP 2025
E. PRASAD
MANAGER PROMOTION



Bharat
Petroleum

16/04/2025

16/04/2025

16/04/2025

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16/04/2025

M/S LAXMI SARASWATHI F/S

PH-65

BESIDE HOTEL VIVERA

NARKETPALLY

NALGONDA (TS)

9949893344

ORIGINAL

16-SEP-2025

23:47:14

TXN NO: N.A.

INVOICE NO: 835974

VEHICLE NO: NOT ENTERED

PRESET: 1000.00 INR

NOZZLE NO : 1

PRODUCT: PETROL

DENSITY: 749.5 kg/m³

RATE : 107.33 INR/Ltr

VOLUME: 9.31 Ltr

AMOUNT: 1000.00 INR

Thank You! Visit Again



IndianOil

Tel. No.:

Inv.No: 234116925I404702

Local ID : 00028688

FIP No. : 04

Nozzle No. : 04

Product : Petrol

Preset Type: Amount

Rate(Rs/L) : 107.46

Volume(L) : 00022.33

Amount(Rs) : 02400.00

Atot: 00009086777.51

Vtot: 0000084928.400

Vehicle No: Not Entered

Mobile No : Not Entered

Date : 15/09/25

Time: 10:57

Thank You! Please Visit
Again..

Printed on:
15/09/25 10:57