Weekly - Petty cash /expense card statement.

Name	SOWA	Statement date	25-09-25
Prepared by	K.Tulasi Rani	Sign	
From period	18-09-25	To period	25-09-25

1	SOWA	SOV	Towards villa no.101 to 160 footpath area and office near garden and tot-lot area grass cutting for durga devi batukamma event purpose	600/-	☐Y ☐N	☐Y ☐N
2	SOWA	SOV	Towards villa no.67 back side nala area pump repair at SVR, emergency need pick up the pump from SVR to SOV through Ola Bike	260/-		
3	SOWA	SOV	Towards Police inspection at site association meeting held on club house area customers & officers refreshment purpose	320/-	☐Y ☐N	☐Y ☐N
4	SOWA	SOV	Towards Police patrolling charges for the month of October 2025	2000/-	☐Y ☐N	☐Y ☐N
5	SOWA	SOV	Towards Fuse repairing at transformer area at part-III	1000/-		
			Total amount	4180/-		

Amount to be credited by	☐ 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:	APPROVED BY 25 SEP 2025 K. PURSHOTHAM Project Manager (Silver Oak Villas Part-III)			
Date:				

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 villa no.101 to 160 footpath area and office near garden and tot-lot area grass cutting for durga devi batukamma event purpose		
Location of work	SOWA		
Period	From: 18-09-25	To: 25-09-25	
Amount in Rs.	600/-		
Amount in words	Six Hundred Rupees Only		
Mode of payment	Cheque/trf no.	Date	Bank
Prepared by	Approved by	Receivers name	Receivers signature
APPROVED BY 25 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.	2		
Account head	Umar		
Paid to	K.purshotham		
Towards/description of work	Towards Police inspection at site association meeting held on club house area customers & officers refreshment purpose		
Location of work	SOWA		
Period	From: 18-09-25	To: 25-09-25	
Amount in Rs.	320/-		
Amount in words	Three Hundred and Twenty Rupees Only		
Mode of payment	Cheque/trf no.	Date	Bank
Prepared by	Approved by	Receivers name	Receivers signature
APPROVED BY 25 SEP 2025 K. PURSHOTHAM Project Manager (Silver Oak Villas Part-III)			

DEBIT VOUCHER

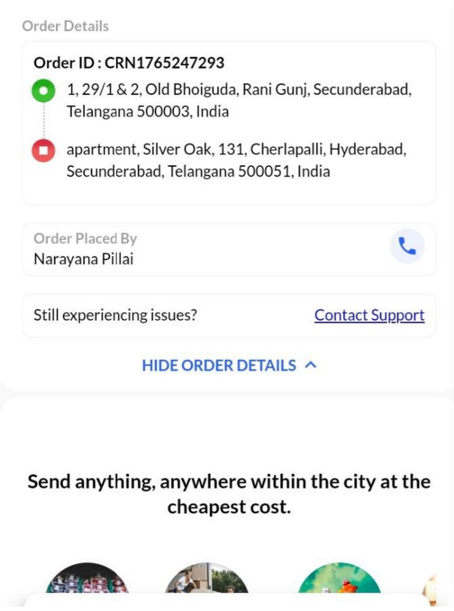
Company/Firm	SOWA			
Project	SOV- I			
Voucher no.	3			
Account head	Umar			
Paid to	K.Purshotham			
Towards/description of work	Towards villa no.67 back side nala area pump repair at SVR, emergency need pick up the pump from SVR to SOV through Ola Bike			
Location of work	Apartments			
Period	From: 18-09-25		To:	25-09-25
Amount in Rs.	260/-			
Amount in words	Two Hundred and Sixty Rupees only			
Mode of payment	Cheque/trf no.	Date	Bank	
Prepared by	Approved by	Receivers name	Receivers signature	
APPROVED BY 25 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 Police patrolling charges for the month of October 2025		
Location of work	Maingate		
Period	From: 18-09-25	To: 25-09-25	
Amount in Rs.	2000/-		
Amount in words	Two Thousand Rupees only		
Mode of payment	Cheque/trf no.	Date	Bank
Prepared by	Approved by	Receivers name	Receivers signature
APPROVED BY 25 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	Silver Oak Welfare Association		
Project	SOV-I		
Voucher no.	5		
Account head	P.Ramesh		
Paid to	K.Purshotham		
Towards/description of work	Towards Fuse repairing at transformer area at part-III		
Location of work	Villa no.214		
Period	From: 18-09-25	To: 25-09-25	
Amount in Rs.	1000/-		
Amount in words	One Thousand rupees only.		
Mode of payment	Cheque/trf no.	Date	Bank
Prepared by	Approved by	Receivers name	Receivers signature
APPROVED BY 25 SEP 2025 K. PURSHOTHAM Project Manager (Silver Oak Villas Part-III)			



Order Details

Order ID : CRN1765247293

1, 29/1 & 2, Old Bhoiguda, Rani Gunj, Secunderabad, Telangana 500003, India

apartment, Silver Oak, 131, Cherlapalli, Hyderabad, Secunderabad, Telangana 500051, India

Order Placed By
Narayana Pillai

Still experiencing issues? Contact Support

HIDE ORDER DETAILS

Send anything, anywhere within the city at the cheapest cost.