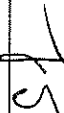
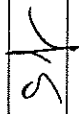


Weekly - Petty cash /expense card statement.

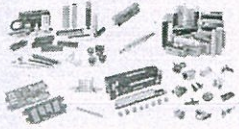
Name		K Suneel Kumar		Statement date		10-10-2025 Card No.4629 5254 2716 5724	
Prepared by		K Suneel Kumar		Sign			
From period		03-09-2025		To period		09-10-2025	

Sl No	Debit to company	Debit to project	Description of expense	Amount	Bill enclosed	GST bill
1.	GHT	GHT	Printer repairing site	1750	☐ Y ☐ N	☐ Y ☐ N
2.					☐ Y ☐ N	☐ Y ☐ N
3.					☐ Y ☐ 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.					☐ Y ☐ N	☐ Y ☐ N
11.	Total			1750		

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:				
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



V-IT CONSUMABLES AND SPARES

(A ONE STOP SOLUTION)



INVOICE/ CASH BILL

Sellers Name :	M/S.V-IT CONSUMBALES AND SPARES	Date	08/10/25
	CHAPPAL BAZAR , KACHIGUDA.	INVOICE NO	1789
Telephone No :	9246215868	UDYAM REGISTRATION NUMBER UDYAM-TS-02-0006461	
Buyer's Name :	M/S.MEHTA & MODI REALITY KOWKOOR LLP ,		
Address :	SOHAM MANSION, MG ROAD , SECBAD.		

Terms of Sale

S.No.	DESCRIPTION OF GOODS	Qty	Rate	Value (Rs.)
1)	REFILLING OF TONER			
2)	LASER TONER DRUM			
3)	EPSON M200 PRINTER HEAD REPAIR / SERVICE	01	1750.00	1750.00
4)	LASER TONER BLADE			
5)	LASER TONER PCR			
6)	LASER TONER MAGNET			
7)	BT SCANNER BATTERIES NEW			
8)	HP CC388A LASER TONER CARTRIDGE NEW- COMPATIBLE			
9)	CANONLBP2900 PRINTER POWER SUPPLY BOARD REPAIR AND SERVICE			
TOTAL				1750.00

FOR M/S.VIT CONSUMABLES AND SPARES

AUTHORISED SIGNATORY



D.NO:3-3-66/303 SAI SHIKARA HEIGHTS, CHAPPAL BAZAR, KACHIGUDA, HYDERABAD-500027 - CALL@9246215868