

Weekly - Petty cash / expense card statement.

Name		R. S. Sathish		Statement date		14/10/2025	
Prepared by		R. S. Sathish		Sign		[Signature]	
From period		08/10/2025		To period		10/10/2025	
Sl No	Debit to company	Debit to project	Description of expense	Amount	Bill enclosed	GST bill	
1.	AmS 702	AmS 702	Bus charges : from 18 days to	1945	Y N	Y	N
2.			Kumargulam (vizag)		Y N	Y	N
3.	AmS - 702	AmS - 702	Train charges : from vizag to	3,965	Y N	Y	N
4.			see (HVB)		Y N	Y	N
5.	AmS - 702	AmS - 702	Transportation allowance : from home	720	Y N	Y	N
6.			to C-13. Degree & sec. station to		Y N	Y	N
7.			home.		Y N	Y	N
8.	AmS - 702	AmS - 702	Food allowance for 2 days.	800	Y N	Y	N
9.					Y N	Y	N
10.	Total			7,230	£1-		
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	MD		
Sign:		[Signature]					
Date:							

APPROVED BY 14 OCT 2025
 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. Div. 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.

APPROVED BY 14 OCT 2025
 S. SUNIL KUMAR (A.C)
 Asst Project Manager

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DEBIT VOUCHER			
Company/Firm	AMS-202		
Project	AMS-202		
Voucher No.			
Account head			
Paid to			
Towards/description of work	Towards Bus charges from C.B Nagar to Kuramangalaya (Dumada)		
Location of work	Qc-checking at vizag.		
Amount in Rs.	1745 2/-		
Amount in words	one thousand seven hundred forty five		
Mode of payment			
	Cheque/trf No.	Date	Bank
Prepared by	Approved by	Receivers Name	Receivers Signature
Sarkisen (Qc)	SK		

five
rupees
only

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14 OCT 2025

S. SUNIL KUMAR
Asst Project Manager (Q.C)

DEBIT VOUCHER			
Company/Firm	AMS - 702		
Project	AMS - 702		
Voucher No.			
Account head			
Paid to			
Towards/description of work	towards, train charges, from visakhapatnam to sec'bad		
Location of work	QC-check at vijay.		
Amount in Rs.	3,965/-		
Amount in words	Three thousand nine hundred sixty five Rupees only.		
Mode of payment			
	Cheque/trf No.	Date	Bank
Prepared by	Approved by	Receivers Name	Receivers Signature
Saikiran (Q.C)	SK		

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14 OCT 2025

S. SUNIL KUMAR
Asst Project Manager (Q.C)

DEBIT VOUCHER			
Company/Firm	AMS-702		
Project	AMS-702		
Voucher No.			
Account head			
Paid to			
Towards/description of work	Towards Transportation Allowances; from Thane to L.B. Nagar & Sec'ed St. to Home.		
Location of work	D.C. checking 7 riggs.		
Amount in Rs.	220 ₹/-		
Amount in words	Seven hundred Twenty Rupees only.		
Mode of payment			
	Cheque/trf No.	Date	Bank
Prepared by	Approved by	Receivers Name	Receivers Signature
Saikiran (Q.C.)			

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14 OCT 2025
 S. SUNIL KUMAR
 Asst Project Manager (Q.C.)

DEBIT VOUCHER			
Company/Firm	AMS- 202		
Project	AMS- 202		
Voucher No.			
Account head			
Paid to			
Towards/description of work	towards, qc-checking at vizag.		
Location of work	for delays local Allowances.		
Amount in Rs.	800 ₹/-		
Amount in words	Eight hundred Rupees only.		
Mode of payment			
	Cheque/trf No.	Date	Bank
Prepared by	Approved by	Receivers Name	Receivers Signature
Saikrishna (ac)			

APPROVED BY

14 OCT 2025

S. SUNIL KUMAR
Asst Project Manager (Q.C)



redBus Ticket Information

Hyderabad-Visakhapatnam on Wednesday

October 8, 2025

Ticket Number: TUB459778433 | PNR No: 932860

Hey Saikiran,

Thank you for booking your bus ticket with redBus. Here are the ticket details for your upcoming trip from Hyderabad to Visakhapatnam on Wednesday, October 8, 2025

Ticket Details

Journey Date and Time

08/10/2025, 06:25 PM

Travels

Mayuri Travels

A/C Seater / Sleeper (2+1)

Ticket Price

Rs. 1744.45

(inclusive of GST)

Boarding Point

Hyderabad

Mallapur (Pickup Van/Bus)

Opp Noma Talkies Near Sbi Atm Ph : 8977913155

Landmark: Opp Noma Talkies Near Sbi Atm Ph : 8977913155

8977913155

8977913155

Dropping Point

Visakhapatnam

Kurmanipalem

DROPPING DATE & TIME:

09/10/2025, 06:40 AM

Passenger Details

Saikiran

25Yrs, MALE

Seat no

L5



redBus Assurance Program

You're now protected under redBus Assurance Program



Upto 500rs

extra refund on ticket price if the bus is cancelled.



Upto 75,000

In the event of accidental hospitalisation.



Upto 5 Lakh

In case of death/ PTD/PPD.



Electronic Reservation Slip (ERS)-Normal User



Booked from

VISAKHAPATNAM (VSKP)
Start Date* 10-Oct-2025

Boarding At

VISAKHAPATNAM (VSKP)
Departure* 05:45 10-Oct-2025

To

SECUNDERABAD JN (SC)
Arrival* 14:20 10-Oct-2025

PNR

6459492064

Train No./Name

20833/VANDE BHARAT EXP

Class

CHAIR CAR (CC)

Quota

TATKAL (TQ)

Distance

699 KM

Booking Date

09-Oct-2025 16:03:22 HRS

Passenger Details

#	Name	Age	Gender	Catering Service Option	Booking Status	Current Status
1.	SAIKIRAN	26	M	VEG	CNF/C10/44/WINDOW SIDE	CNF/C10/44/WINDOW SIDE
2.	SUNIL KUMAR	47	M	VEG	CNF/C10/43/NO CHOICE	CNF/C10/43/NO CHOICE

Acronyms:

RLWL: REMOTE LOCATION WAITLIST

PQWL: POOLED QUOTA WAITLIST

RSWL: ROAD-SIDE WAITLIST

Transaction ID: 100006099701046

IR recovers only 57% of cost of travel on an average.

Payment Details

Ticket Fare	₹ 3,212.00
Catering Charges (Incl. of GST)	₹ 728.00
IRCTC Convenience Fee (Incl. of GST)	₹ 23.60
Travel Insurance Premium (Incl. of GST)	₹ 0.90
Total Fare (all inclusive)	₹ 3,964.50

PG Charges as applicable (Additional)



- Beware of fraudulent customer care number. For any assistance, use only the IRCTC e-ticketing Customer care number: 14646.
- IRCTC Convenience Fee is charged per e-ticket irrespective of number of passengers on the ticket.
- The printed Departure and Arrival Times are liable to change. Please Check correct departure, arrival from Railway Station Enquiry or Dial 139 or SMS RAIL to 139.
- This ticket is booked on a personal User ID, its sale/purchase is an offence u/s 143 of the Railways Act, 1989.
- Prescribed original ID proof is required while travelling along with SMS/ VRM/ ERS otherwise will be treated as without ticket and penalized as per Railway Rules.

₹5 Lakh Free Treatment

Ayushman Bharat Pradhan Mantri Jan Arogya Yojana

7 Years of Ayushman Bharat

PAY

For more details call **14555** (Toll-Free)

Indian Railways GST Details:

Invoice Number: PS25645949206411

Address:

Indian Railways New Delhi

Supplier Information:

Supplier Information:

SAC Code: 996421
SAC Code: 996421

GSTIN:
GSTIN:

07AAAGM0289C12L
07AAAGM0289C12L