

Weekly - Petty cash/expense card statement.

Name		CHITRAK NISHAN		Statement date		28/10/25	
Prepared by		CHITRA		Sign		CHITRA	
From period				To period			
Sl No	Debit to company	Debit to project	Description of expense	Amount	Bill enclosed	GST bill	
1.	Medi Health		To: car/fuel Petrol	1386	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.							
10.	Total			1386			
Amount to be credited by		Transfer to Happy card, Transfer to expense card, Cash reimbursement, Transfer to personal a/c.					
Approved by:		Div. Manager		Accounts Manager		MD	
Sign:		CHITRA					
Date:							

Notes: 1. Scanned copy of this statement to be submitted before every Friday 7 PM. 2. Original vouchers to be attached to this statement and send to respective accountant by Monday. 3. Accountants to make payment on statement of scanned statement on Saturday. 4. If original statement with GST bill of that 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. MD's approval is required for expenses of over 10,000/- per week.

APPROVED
23 OCT 2025
GRASAD MOTION

DEBIT VOUCHER

Company/Firm	MOD. Ready Genome Value up		
Project	BISV		
Voucher No.			
Account head			
Paid to	NANDINI AOS		
Towards/description of work	TIME OF INDIA CLASSIFIED PAPER AD 24/10/25 26/10/25		
Location of work			
Amount in Rs.	13861		
Amount in words	One thousand three hundred eighty six only		
Mode of payment			
	Cheque/trf No.	Date 23/10/25	Bank
Prepared by	Approved by	Receivers Name	Receivers Signature
Prash			

APPROVED BY
23 OCT 2026
E. PRASAD
MANAGER PROMOTION

Promotions Division				
Sub Classified ads		Prepared by:	Ravi	
Publication - From date:	24-Oct-2025	Prepared date:	16-Oct-25	
		To date:	26-Oct-25	

Details of classified ads and publishing dates						
Sl.no	Project name	Published in	Publication dates	Classified draft	Amount in Rs.	Bill in favour of
1	MPL	Ennadu	24-10-2025 to 26-10-2025	Luxury 3BHK Flats, Habasiguda/Mallapur. From Rs. 104 lakhs. Ready to occupy! Gated community. Modern amenities. Hurry up! Last few units! 95023 00311	4657	Modi Properties Pvt Ltd
2	GHT	Sakshi	24-10-2025 to 26-10-2025	Upcoming JBS-Shamirpet Metro. Better connectivity, Better living at Kovkur. Ready to Occupy 1,715 & 1,945 sq ft flats. Just Rs. 110 lakhs. 76748 31986	2961	Mehta & Modi Realty Kovkur LLP
3	SOV	DC	24-10-2025 to 26-10-2025	Ready to occupy luxury duplex 2,040 sq ft villas. Just Rs. 7,499/- per sq ft. Chetlapally, near Railway terminus. Clubhouse. Swimming pool. Gated community. 79815 38452	3360	Modi Housing Pvt Ltd
4	GMR	TOI	24-10-2025 to 26-10-2025	Spacious 3BHK flats 1,360 & 1,660 sq ft. From Rs. 90 lakhs. Mallapur. Ready to occupy. Last few units. Visit now! 90304 80050	1386	Modi Realty Mallapur LLP
5	BRGV	TOI	24-10-2025 to 26-10-2025	Upcoming JBS-Shamirpet Metro. Better connectivity, Better living at Genome Valley. Affordable 2BHK flats. Ready to Occupy! Just Rs. 38 lakhs. 98666 69768	1386	Modi Realty Genome Valley LLP
6	Ramky	Ennadu	24-10-2025 to 26-10-2025	Fully furnished 24,000 sq ft. 400 seater office space for lease at Financial District, Hyderabad. Grade A building, Central AC, Grand Atrium. Agents welcome! Call: 93475 76914.	4657	Rajesh Khadakia
Total amount					18407	
Note: Above amount Rs. 18,407/- to be loaded in Murali - Cash Card						
				APPROVED BY		

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APPROVED BY

23 OCT 2025

SOHAM MODI