

2. Monthly payment tracker

Monthly Payment Tracker		Month	Sep-25			
Prepared by: Swathi.K		Note: Month is with reference to due date.				
Date: 124-10-2025						
S No.	Firm / Company	Due day of month	Pay to	Towards	PDC Amount	Check marked not more than Amt. Amount paid
1	GVRC	5th	Salary	for the month of September'25	3,75,194	Yes
2	GVRC	7th	TDS Payment	for the month of September'25	78,802	Yes
3	GVRC	15th	Southern Power Distribut	for the month of September'25	74,23,026	Yes
4	GVRC	15th	TSSPDCL	for the month of September'25	52,405	Yes
5	GVRC	15th	SP HMWSSB	for the month of September'25	2,47,588	Yes
6	GVRC	21st	GST	for the month of September'25	33,67,326	Yes
7	GVRC	30th	KOTAK- EMI	for the month of September'25	91,30,865	Yes
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Total					2,06,75,206	
Notes: 1. Include EMI, Utility bills, Rents, GST, TDS, credit card bills, club bills, PF/ESI, Salary, etc.						
2. Sort by due day.						
3. Make PDCs if amount is known. Else make cheque mark not more than approximate amount payable.						
4. PDCs/blank cheques to be prepared.						

