

Monthly Payment Tracker		Month	Sep-25		
Prepared by: Lavanya.D		Note: Month is with reference to due date.			
Date: 31-10-2025					
S No.	Firm / Company	Due day of month	Pay to	Towards	PDC Amount
1	Nilgiri Estates	5	Salaries	Salaries	
2	Nilgiri Estates	5	Rent	Villano-131	
3	MHSVC	5	Salaries	Salaries	
4	MHPL Trading	5	Rent	Stores Rent	
5	Nilgiri Estates	7	TDS	TDS	
6	Nilgiri Estates	7	Rent	Rent	
7	MHPL Trading	7	TDS	TDS	
8	MHSVC	7	TDS	TDS	
9	Nilgiri Estates	15	PF	PF	
10	MHSVC	15	PF	PF	
11	Nilgiri Estates	15	ESI	ESI	
12	MHSVC	15	ESI	ESI	
13	MHSVC	15	Shreyas Services	House Keeping	
14	Nilgiri Estates	15	Shreyas Services	House Keeping	
15	MHSVC	15	Expert Security Guards	Security Charges	
16	Nilgiri Estates	15	Staff Allowances	Mobile Allowances	
17	MHSVC	15	Staff Allowances	Mobile Allowances	
18	MHPL Trading	20	RCM/GST	RCM payment	NA
19	Nilgiri Estates	24	TSSPDCL	Electricity Charges	YES
20	MHSVC	24	TSSPDCL	Electricity Charges	YES
21					
22					
23					
24					
25					
26					
27					
28					
29					
30					
Total					-
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.					