

Weekly - Petty cash /expense card statement.

Name	MOUNIK A.K	Statement date	18-11-2025
Prepared by	MOUNIK A.K	Sign	
From period	-	To period	-
Sl No	Debit to company	Debit to project	Description of expense
1.	MHSVC		Towards Supply Electricity purpose
2.			4692/-
3.			
4.			
5.			4692/-
6.			
Amount to be credited by	<input checked="" type="checkbox"/> Transfer to Haipay card, <input type="checkbox"/> Transfer to expense card, <input type="checkbox"/> Cash reimbursement, <input type="checkbox"/> Transfer to personal a/c.		
Approved by:	DAV Manager <u>APPROVED</u>	Accountant	Accounts Manager MD
Sign:	<u>SHOBHITA</u>		
Date:	MINISH PARWATI		

Notes: 1. Scanned copy of this ~~Statement~~ 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

DETAILS OF DUE DATES FOR UTILITY SERVICES

Company Name	MODI HOUSING PVT LTD- MHSVC		Prepared by	Mounika.K			
Project	MHTR - stores Rampally		Approved by				
Prepared Date	18-11-2025		Due Date	22-11-2025			
S. No.	Connection/Service Type	Service No./ Meter No.	Used For	Service Provider	Date of receipt	Due date of payment	Amount
1	Electricity	2016 – 09009	MHTR@ RAMPALLY	TGSPDCL	8-11-2025	22-11-2025	4692-00
2							
3							
4							
5							
6							
7							
8							
9							
10							
				TOTAL	4692-00		
Note: The above all bills purpose payment will be made from M/s MODI HOUSING PVT LTD - MHSVC- A/C							

Note:

- 1.Customer / Service type column is for the type of service like telephone, modem, electricity, water, etc.
- 2.Service provider column is for Company which provides service like Tata, BSNL, APSEB, etc.
- 3.Date of receipt of bill column is for approximate date on which we receive the bills every month.

CATEGORY VIII : 2
CATEGORY IX : 0

TGSPDCL
ELECTRICITY
BILL-CUM NOTICE

Dt:08-11-2025 Time:09:03
ERO: KEESSARA(313)
Sec: KEESSARA

SC No.2016 09009
USC No.113663228
Name:R ARCHANA
Addr:SY NO 210PART, RAMPA
LLY,RAMPALLY,KEESSARA

Cat: 2 Non Domestic
Contracted Load 2.54 KW
Meter No.07031132
MF: 1 PF: 1

Date Sts Rdg(KWH)

Present 08/11/25 01 21011
Previous 03/10/25 01 20566
Units: 445 Days: 36
Average Month Units 383
Recorded MD 2.54 KW

Energy Charges 4291.60
Fixed Charges 254.00
Customer Charges 120.00
Electricity Duty 26.70
Interest on ED 0.00
Surcharge 0.00
Adjustment 0.00
Interest on CD 0.00
Loss/Gain -0.30
Bill Amount 4692.00

Arrears
Arrears as on 31-03-24 0.00
Arrears after 01-04-24 0.00
ACD Due 0.00
Total Due 4692.00

Malpratice and Theft Amount 0
Due Date 22/11/25
Disc Date 06/12/25
Last Paid Dt 14/10/25
AAO Mobile No.8712471635
ADE Mobile No. 0
AAO Mobile No. 8712471635

← Receipt



Bharat
Connect

Transaction Details

Transaction Status : Successful

Bill/Recharge Amount : Rs 4692.00

Convenience Fee inclusive of GST : Rs 0.00

PhonePe Transaction ID : NX251118110541818271
63541

Account Number : 11XXX3228

Date & Time : Tue Nov 18 11:05:52 IST
2025

Provider Name : Southern Power
Distribution company
of Telangana Ltd
(TGSPDCL) -
Telangana (TSSPDCL)

Bharat

DOWNLOAD