Name	JAI KUMAR	Weekly - Petty cash /expense card statement.	
Prepared by	JAI KUMAR	Statement date	21-11-2025
From period	17-11-2025	Sign	
		To period	21-11-2025

Sl No	Debit to company	Debit to project	Description of expense	Amount	Bill enclosed	GST bill
1.	MPPL	MPPL	Varun motors Jimny car services TS10FF7300	9,786/-	☑Y ☐N	☐Y ☐N
2.	MPPL	MPPL	auto charges	200/-	☐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.					☐Y ☐N	☐Y ☐N
10.					☐Y ☐N	☐Y ☐N
11.					☐Y ☐N	☐Y ☐N

Amount to be credited by	☐ Transfer to expense card, ☐ Cash reimbursement, ☐ Transfer to personal a/c. ☐ Other:		Total:	9986/-
Approved by:	Div. Manager	Accountant	Accounts Manager	MD
Sign:				
Date:				

APPROVED BY
21 NOV 2025
G. JAI KUMAR
AGM - HR & Admin

Notes: 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 receipted 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

DEBIT VOUCHER

MPPL

Voucher No. ____________

A/c. ____________

Paid to Auto charge		
towards Auto Charges - pride Motors to Begumpet to Raniganj to Secunderabad.	Date : 19/11/25	
Rupees two hundred only —	**Rs.**	**Ps.**
	200 —	00
	200 —	00

Paid by Cheque / Cash

Cheque No. ______ Dated ______ Drawn on Bank ______

Prepared by

APPROVED BY

21 NOV 2025

G. JAI KUMAR
AGM-HR & Admin

Approved by

Receiver's Signature

MPPL

DEBIT VOUCHER

Voucher No. ______________

A/c. ______________ Date : 19/11/25

	Rs.	Ps.
Paid to VARUN MOTORS PVT LTD		
towards ~~Genome~~ Servicing of MARUTI Jimny CAR TS10FF7300	9,786	00
Rupees Nine thousand seven Hundred Eighty six only		
Paid by Cheque / Cash ✓ — Cheque No. ___ Dated ___ Drawn on Bank ___	9,786	00

Prepared by

APPROVED BY
19 NOV 2025
Approved by
G. JAI KUMAR
AGM-HR & Admin

Receiver's Signature

GST No. 36AABCV2471Q1ZT

VARUN MOTORS PVT. LTD.

MARUTI AUTHORISED DEALERS

Caring for Customers

BALANAGAR ✆: 9985745222 | BEGUMPET ✆: 9703806333 | MALAKPET ✆: 9885093360 | TOLICHOWKI ✆: 8886114856 | HAYATHNAGAR ✆: 9985552453 | NANAKRAMGUDA ✆: 9885573352 | ECIL ✆: 7799600094 | JUBILEE HILLS ✆: 8886322776 | BHEL ✆: 9885209555 | BEGUMPET MQSW ✆: 9985552449 | MOTINAGAR ✆: 9885579623 | KOMPALLY ✆: 73965 63338

ORIGINAL FOR RECIPIENT/DUPLICATE FOR TRANSPORTER/~~TRIPLICATE FOR SUPPLIER~~

WE ARE OPEN ON SUNDAY'S

Job Card Retail - Tax Invoice

Customer Name & Address : ID : 2351802208
MODI PROPERTIES PRIVATE LIMITED
2ND FLOOR 5-4-187/3 & 4, SOHAM MANSION, M G ROAD
SECUNDERABAD
HYDERABAD
Pin:500003
State & Code : 36-TELANGANA
Mobile : 9381246009
Loyalty Card : NA
Fuel Trim :
Cust GSTIN/UIN : 36AABCM4761E1ZM
PAN : AABCM4761E

Invoice No. : 10/BR/25013627
Date : 14/11/2025 20:03:24

Job Card No. : JC25013987
Job Card Date: 14/11/2025
Reg.No. : TS10FF7300
Mileage : 13311
SA Name : BHASKAR M
SA(M) : 7416663218
Model : MARUTI JIMNY ISS ALPHA
EW Type : III
Chassis No. : 133730
Last Service : 1 1888 (02-12-24)
Service type: Periodic Maintenance Service
Next Service Due : PMS 40
Place of Supply: TELANGANA

Srl.	Part Number	Description	Batch	HSN/SAC	Tax	Qty.	Rate	Taxable Amount	Tax Paid Amount	Labour Charges
Labour										
Demanded Repairs-Others/Suggested Jobs										
3	ZA04L0	WHEEL BALANCING - 4 WHEEL		998729						420.00
4	ZA80L0	ALL LIGHTS CHECK UP		998729						0.00
5	ZA55L0	PROTECTIVE TOPBODY COATING		998729						1,800.00
6	ZF03L0	DOOR GLASS/ ADJUST/ LUBRICATE		998729						50.00
7	ZA13L0	ALLOY WHEEL FITMENT		998729						215.00

VARUN MOTORS PVT LTD
BEGUMPET WORK SHOP
CASHIER
CASH / CHEQUE / CARD

Recommendations :
BATTERY NO 5225 BATTERY MAKE EXIDE
TYRE MAKE YOKOHANA 5

Sub Total Amount	:	3,700.11	0.00	5,225.00
Less Discount on Parts & Labour	:	0.00	0.00	632.00
CGST @ 9%	:	333.01		413.37
SGST @ 9%	:	333.01		413.37
Sub Total Amount	:	4,366.13	0.00	5,419.74
Net Bill Amount (Rounded)	:			**9,786.00**

Rupees Nine Thousand Seven Hundred And Eighty Six Only

* Unapproved fitments may affect your and vehicle safety. Kindly do not fit any unapproved fitments in your vehicle.

For VARUN MOTORS PVT LTD

Authorised Signatory

Dealer GSTIN : 36AABCV2471Q1ZT

I acknowledge that the jobs/repairs/service carried out in my vehicle and the respective cost estimates were explained to me. I have received my vehicle after completion of all repairs being carried out to my satisfaction and I confirm that my vehicle is in good condition. I further authorize this workshop to contact me by call or sms to inform me with any other information in relation to my vehicle.

18/11/25

Customer Signature

Mobile No.:

GST No. 36AABCV2471Q1ZT

VARUN MOTORS PVT. LTD.

MARUTI AUTHORISED DEALERS

Caring for Customers

BALANAGAR	BEGUMPET	MALAKPET	TOLICHOWKI	HAYATHNAGAR	NANAKRAMGUDA	ECIL	JUBILEE HILLS	BHEL	BEGUMPET MQSW	MOTINAGAR	KOMPALLY
✆: 9985745222	✆: 9703806333	✆: 9885093360	✆: 8886114856	✆: 9985552453	✆: 9885573352	✆: 7799600094	✆: 8886322776	✆: 9885209555	✆: 9985552449	✆: 9885579623	✆: 73965 63

ORIGINAL FOR RECIPIENT/DUPLICATE FOR TRANSPORTER/TRIPLICATE FOR SUPPLIER

WE ARE OPEN ON SUNDAY'S

Job Card Retail - Tax Invoice

IRN : aa0523c6749c3cda0f484a13671b6da4d3f515ad038a5051c7dca05dcbd151c5

Customer Name & Address :
MODI PROPERTIES PRIVATE LIMITED
2ND FLOOR 5-4-187/3 & 4, SOHAM MANSION, M G ROAD
SECUNDERABAD
HYDERABAD
Pin:500003
State & Code : 36-TELANGANA
Mobile : 9381246009
Loyalty Card : NA
Cust GSTIN/UIN : 36AABCM4761E1ZM

ID : 2351802208

Fuel Trim :
PAN : AABCM4761E

Invoice No. : **10/BR/25013627**
Job Card No. : **JC25013987**
Reg.No. : **TS10FF7300**
SA Name : BHASKAR M
Model : **MARUTI JIMNY ISS ALPHA**
Chassis No. : 133730
Service type: Periodic Maintenance Service
Place of Supply: TELANGANA

Date : 14/11/2025 20:03:24
Job Card Date: 14/11/2025
Mileage : 13311
SA(M) : 7416663218
EW Type : III
Last Service : 11888 (02-12-24)
Next Service Due : PMS 40

Srl.	Part Number	Description	Batch	HSN/SAC	Tax	Qty.	Rate	Taxable Amount	Tax Paid Amount	Labour Charges
Parts										
Demanded Repairs-Others/Suggested Jobs										
1	09168M14012	GASKET	AF	84841090	18%	1.000	9.32	9.32	0.00	
2	11518M63J30	PLUG OIL DRAIN	AA	84099112	18%	1.000	33.05	33.05	0.00	
3	16510M68K10	FILTER ASSY, OIL	AA	84212300	18%	1.000	69.49	69.49	0.00	
4	99000M24121-136	PAPER FLOOR MAT (20X15)	AA	48209090	18%	4.000	0.84	3.36	0.00	
5	99000M25020	GREASE, CALIPER ASSY	AA	34031900	18%	2.000	25.42	50.84	0.00	
6	99000M99280	SUPER CLEANER(480	AC	34024900	18%	1.000	406.77	406.77	0.00	
7	990J0M56RTE-250	PM2.5 FILTER+ PERFUME- B SEG	AA	84213990	18%	1.000	614.40	614.40	0.00	
8	990J0M999H2-360	ECSTAR CLEAR VIEW 1:100 CONC.	AA	34029012	18%	0.150	334.74	50.21	0.00	
9	990J0M999H2-410	ECSTAR CAR BREEZE	AC	33074900	18%	1.000	702.54	702.54	0.00	
10	990J0M999H2-970	WAX TOP KIT 100ML	AA	34053000	18%	1.000	295.76	295.76	0.00	
11	9999EM00W16-SHL	ECSTAR PETROL 0W16 - SHELL	AB	27101980	18%	3.600	406.77	1464.37	0.00	
Labour										
Demanded Repairs-Others/Suggested Jobs										
1	ZE25L0P	PMS 20/30/40/60/80/90		998729						2,225.00
2	ZA11L0	WHEEL ALIGNMENT		998729						515.00

paytm

Payment Successful

₹9,786

Paid at VARUN MOTORS PRIVATE LIMITED,
Begumpet
From ICICI Bank

Auth-Code : 224732
18 Nov 2025, 03 44 41 PM
RRN - 532215918625

Payment Details

Txn ID	202511180110200001975672 42070711587
Order ID	20251118154412005577 26062855
Card No	5799
Bank MID	5PR000001159819
Bank TID	PR802396
AID	A0000000031010
Acquiring Bank	RBL Bank
Card Type	VISA
App Label	VISA DEBIT
Transaction Type	SALE
Serial No	1494810949
MID	VARUNM632587193186[illegible]
TID	26062855

I agree to pay as per card issuer agreement. Thank You. PIN Verified OK. Signature not required

---

Customer Copy

PAYTM POS Version 1.0.0.0

paytm

Payment Successful

₹9,786

Paid at VARUN MOTORS PRIVATE LIMITED
Begumpet
From ICICI Bank

Auth-Code : 224732
18 Nov 2025, 03 44.41 PM
RRN - 532215918625

Payment Details

Txn ID	2025TTT80110200001975672 42070711581
Order ID	2025111815441200557726062855
Card No	5799
Bank MID	5PR000001159819
Bank TID	PR802396
AID	A0000000031010
Acquiring Bank	RBL Bank
Card Type	VISA
App Label	VISA DEBIT
Transaction Type	SALE
Serial No	1494810949
MID	VARUNM63258719318655
TID	26062855

I agree to pay as per card issuer agreement. Thank You. PIN Verified OK. Signature not required

---

Customer Copy
PAYTM POS Version 1.0.0.0