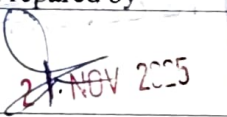


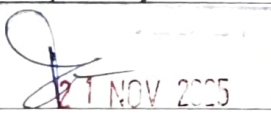
Weekly - Petty cash /expense card statement.

Name	DTPL		Statement date	20-11-25		
Prepared by	K.Tulasi Rani		Sign			
From period	19-11-25		To period	20-11-25		
1	DTPL	HVRD	Towards Spairal binding of generator log book for generator usage upadte work purpose	100/-	<input type="checkbox"/> Y <input type="checkbox"/> N	<input type="checkbox"/> Y <input type="checkbox"/> N
2	DTPL	HVRD	Towards loading of diesel generator and container from MHTR rampally stores to DTPL nacharam	1200/-	<input type="checkbox"/> Y <input type="checkbox"/> N	<input type="checkbox"/> Y <input type="checkbox"/> N
3	DTPL	HVRD	Towards unloading of diesel generator and container from 20 ft trailer truck DTPL nacharam	2200/-	<input type="checkbox"/> Y <input type="checkbox"/> N	<input type="checkbox"/> Y <input type="checkbox"/> N
4					<input type="checkbox"/> Y <input type="checkbox"/> N	<input type="checkbox"/> Y <input type="checkbox"/> N
5						
			Total amount	3500/-		
Amount to be credited by	<input type="checkbox"/> Transfer to Haapay card, <input type="checkbox"/> Transfer to expense card, <input type="checkbox"/> Cash reimbursement, <input type="checkbox"/> Transfer to personal a/c. <input type="checkbox"/> Other:					
Approved by:	Div. Manager	Accountant	Accounts Manager	MD		
Sign:						
Date:						

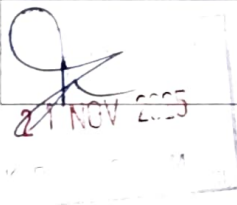
per week

DEBIT VOUCHER			
Company/Firm	DTPL		
Project	HVRD		
Voucher no.	1		
Account head	Raghunandhan		
Paid to	K.purshotham		
Towards/description of work	Towards Spairal binding of generator log book for generator usage upadte work purpose		
Location of work	HVRD		
Period	From: 13-11-25	To: 20-11-25	
Amount in Rs.	100/-		
Amount in words	One Hundred Rupees Only		
Mode of payment	Cheque/trf no.	Date	Bank
Prepared by	Approved by	Receivers name	Receivers signature
 21 NOV 2025			

Notes: 1. Print full sheet. 2. To be used for all minor maintenance works. 3. Details of labour, hire charges, material may be printed/written overleaf. 4. Project may differ from location of work.

DEBIT VOUCHER			
Company/Firm	DTPL		
Project	HVRD		
Voucher no.	2		
Account head	Raghunandhan		
Paid to	K.purshotham		
Towards/description of work	Towards unloading of diesel generator and container from 20 ft trailer truck DTPL nacharam		
Location of work	HVRD		
Period	From: 13-11-25	To: 20-11-25	
Amount in Rs.	2200/-		
Amount in words	Two Thousand Two Hundred Rupees Only		
Mode of payment	Cheque/trf no.	Date	Bank
Prepared by	Approved by	Receivers name	Receivers signature
 21 NOV 2025			

DEBIT VOUCHER			
Company/Firm	DTPL		
Project	HVRD		
Voucher no.	3		
Account head	Raghunandhan		
Paid to	K.purshotham		
Towards/description of work	Towards loading of diesel generator and container from MHTR rampally stores to DTPL nacharam		
Location of work	HVRD		
Period	From: 13-11-25	To: 20-11-25	
Amount in Rs.	1200/-		
Amount in words	One Thousand Two Hundred Rupees only		
Mode of payment	Cheque/trf no.	Date	Bank
Prepared by	Approved by	Receivers name	Receivers signature



 21 NOV 2025

Notes: 1. Print full sheet. 2. To be used for all minor maintenance works. 3. Details of labour, hire charges, material may be printed/written overleaf. 4. Project may differ from location of work

