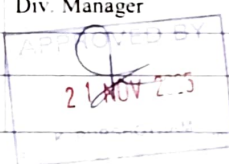



Weekly - Petty cash /expense card statement.


Name	SOWA		Statement date	20-11-25		
Prepared by	K.Tulasi Rani		Sign			
From period	13-11-25		To period	20-11-25		
1	SOWA	SOV	Towards buying and Printing house keeping schedule registers & spiral binding books for daily attendance record purpose	500/-		
2	SOWA	SOV	Towards buying of Petrol for garden area trimming purpose	200/-	Y N	Y N
3	SOWA	SOV	Towards gardening scissors sharpening purpose (7nos)	1400/-	Y N	Y N
4	SOWA	SOV	Towards buying of cleaning items for clubhouse common washrooms cleaning purpose	200/-		
5						
			Total amount	2300/-		
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.					
Approved by:	Div. Manager		Accountant	Accounts Manager	MD	
Sign:						
Date:	21 NOV 2023					

per week

DEBIT VOUCHER			
Company/Firm	SOWA		
Project	SOV- I		
Voucher no.	3		
Account head	Umar		
Paid to	K.Purshotham		
Towards/description of work	Towards gardening scissors sharpening purpose (7nos)		
Location of work	SOWA		
Period	From: 19-11-25	To: 20-11-25	
Amount in Rs.	1400/-		
Amount in words	One Thousand Four Hundred Rupees only		
Mode of payment	Cheque/trf no.	Date	Bank
Prepared by	Approved by	Receivers name	Receivers signature

APPROVED BY  
  
 21 NOV 2025  
 K. PURSHOTHAM  
 Project Officer

DEBIT VOUCHER			
Company/Firm	SOWA		
Project	SOV- I		
Voucher no.	4		
Account head	Umar		
Paid to	K.Purshotham		
Towards/description of work	Towards buying of cleaning items for clubhouse common washrooms cleaning purpose		
Location of work	SOWA		
Period	From: 19-11-25	To: 20-11-25	
Amount in Rs.	200/-		
Amount in words	Two Hundred Rupees only		
Mode of payment	Cheque/trf no.	Date	Bank
Prepared by	Approved by	Receivers name	Receivers signature

APPROVED BY  
  
 21 NOV 2025  
 K. PURSHOTHAM  
 Project Officer

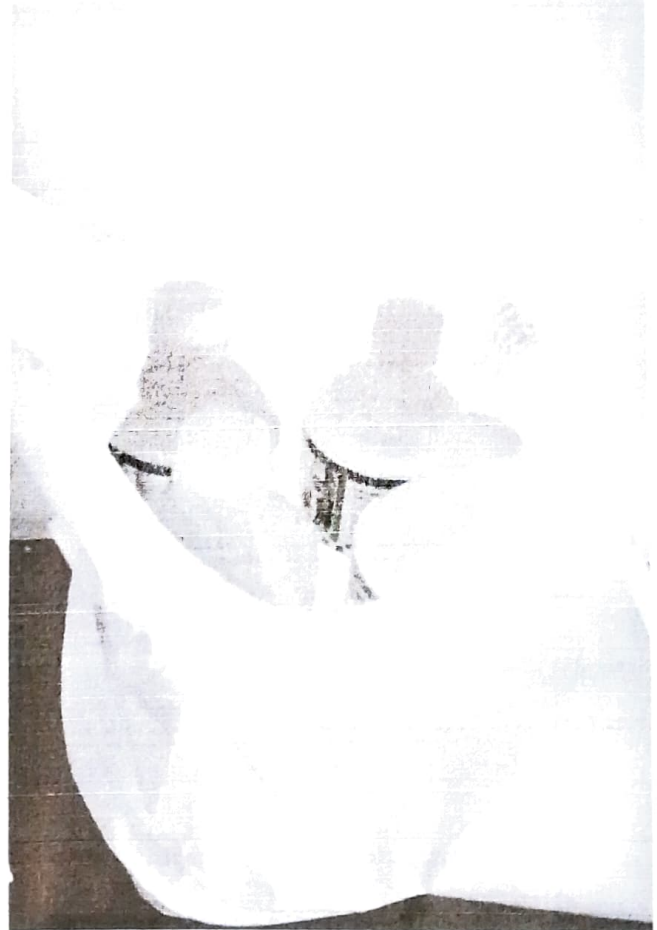
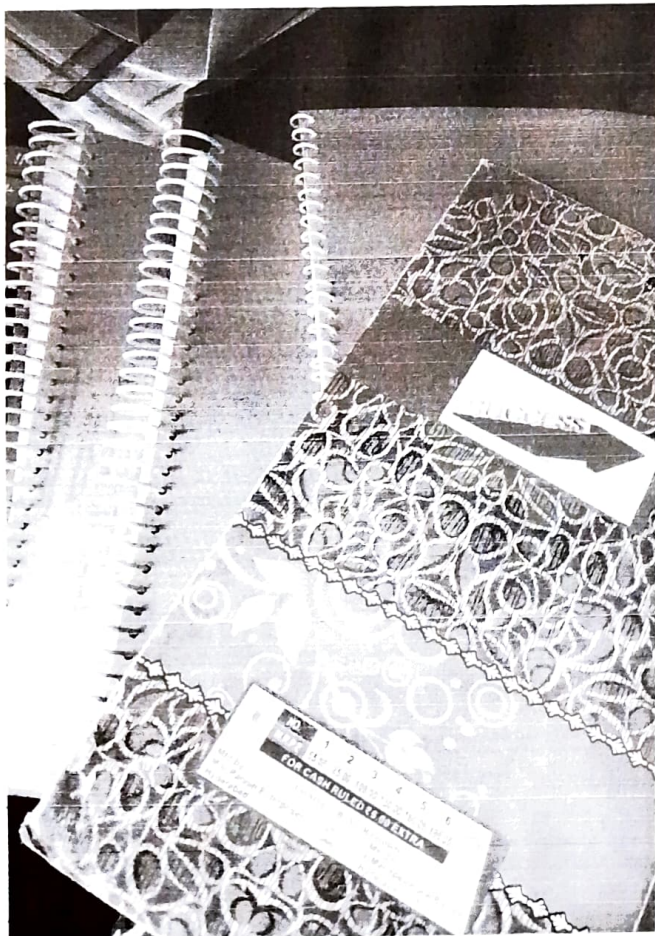
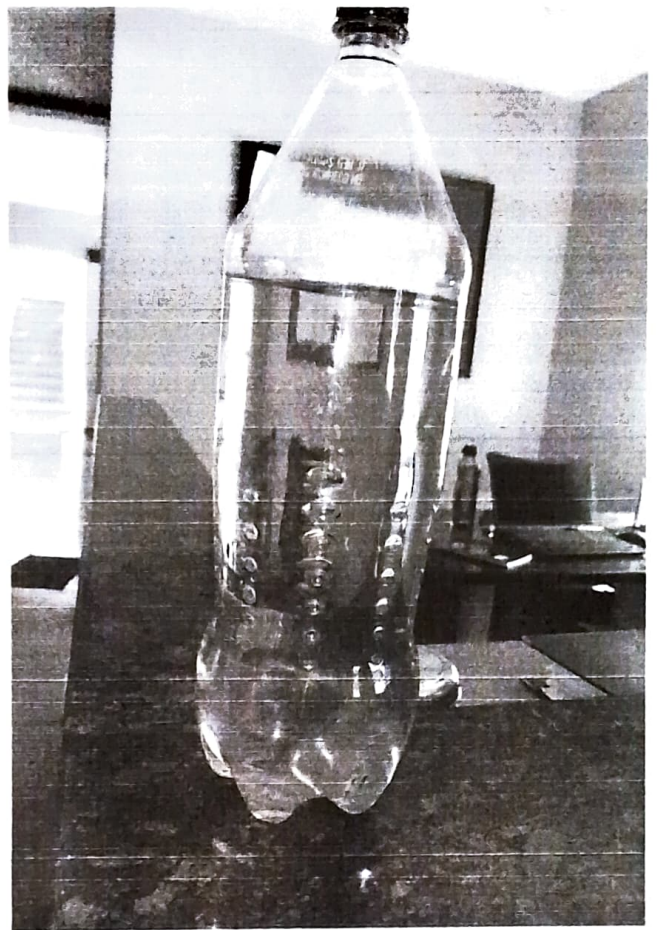
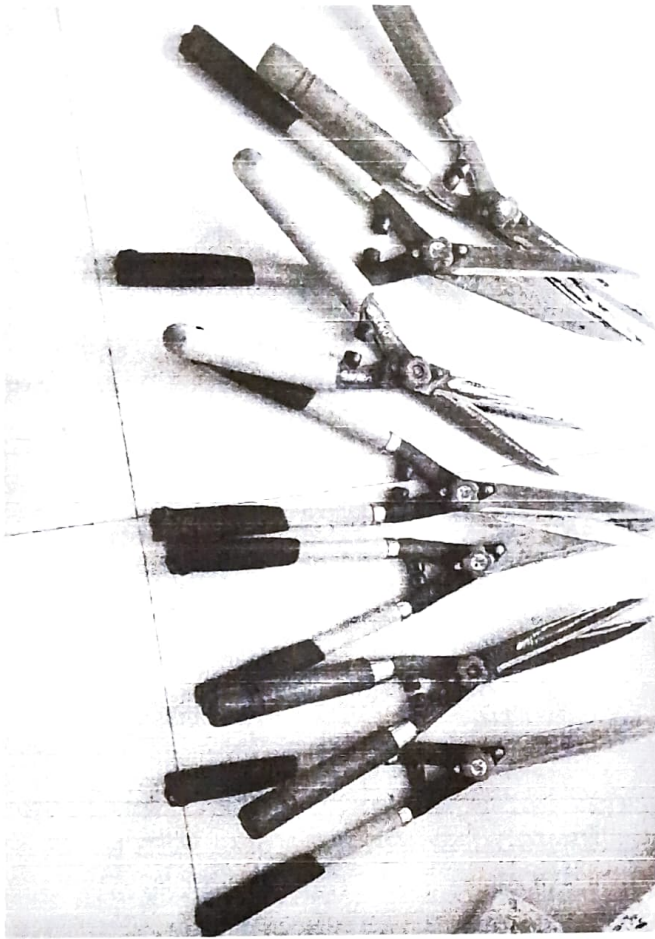
Notes: 1. Print full sheet. 2. To be used for all minor maintenance works. 3. Details of labour, hire charges, material may be printed/written overleaf. 4. Project may differ from location of work.

DEBIT VOUCHER			
Company/Firm	SOWA		
Project	SOV-I		
Voucher no.	1		
Account head	Umar		
Paid to	K.purshotham		
Towards/description of work	Towards buying and Printing house keeping schedule registers & spiral binding books for daily attendance record purpose		
Location of work	SOWA		
Period	From: 19-11-25	To: 20-11-25	
Amount in Rs.	500/-		
Amount in words	Five Hundred Rupees Only		
Mode of payment	Cheque/trf no.	Date	Bank
Prepared by	Approved by	Receivers name	Receivers signature

DEBIT VOUCHER			
Company/Firm	SOWA		
Project	SOV- I		
Voucher no.	2		
Account head	Umar		
Paid to	K.Purshotham		
Towards/description of work	Towards buying of Petrol for garden area trimming purpose		
Location of work	SOWA		
Period	From: 19-11-25	To: 20-11-25	
Amount in Rs.	200/-		
Amount in words	Two Hundred Rupees only		
Mode of payment	Cheque/trf no.	Date	Bank
Prepared by	Approved by	Receivers name	Receivers signature

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







CASH BILL

Ph : 9502627928

**SRI SAI BABA  
LORRY BODY BUILDER WORKS**



Near Bharat Petrol Pump, Mallapur,  
Nacharam, Hyderabad - 500 076.

No.

Date : 20-11-2025

M/s \_\_\_\_\_

Sl. No.	PARTICULARS	Qty.	Rate	AMOUNT	
				Rs.	Ps.
71	Kiotharav groms			1400	-00
<div><p><b>INWARD</b></p><p>Inward No. 1112 Dt 20/11/25</p><p>M/RN No: Dt:</p><p>Received By: Sign: <i>[Signature]</i></p><p>(Silver Oak Villas-Part-III)</p></div>					
		TOTAL		1400	-00

SIGNATURE

*[Signature]*