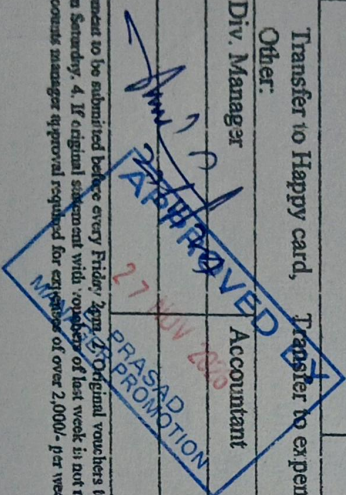


Weekly - Petty cash /expense card statement.

Name		CHANDAN MOHAN		Statement date		27/11/25	
Prepared by		CHANDAN		Sign		CHANDAN	
From period				To period			
Sl No	Debit to company	Debit to project	Description of expense	Amount	Bill enclosed	GST bill	
1.	Rental Room Raviy Isuruk		De certified PAPER AND	3276	Y N	Y N	
2.					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.	Total			3276			
Amount to be credited by		Transfer to Happy card, Other:		Cash reimbursement,		Transfer to personal a/c.	
Approved by:		Div. Manager		Accountant		Accounts Manager	
Sign:						MD	
Date:							

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 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.



DEBIT VOUCHER

Company/Firm	Mehta & Modi's Quality Kowloon UP		
Project	CHM		
Voucher No.			
Account head			
Paid to	KIANOWE AOS		
Towards/description of work	DC CLASSIFIED PAPER AD 5/12/25, 7/12/25		
Location of work			
Amount in Rs.	3276/-		
Amount in words	Three Thousand Two Hundred Seventy Six only		
Mode of payment			
	Cheque/trf No.	Date 27/11/25	Bank
Prepared by	Approved by	Receivers Name	Receivers Signature
CHM			

APPROVED BY
27 NOV 2025
E. PRASAD
MANAGER PROMOTION

Promotions Division						
Sub: Classified ads		Prepared by:				
Publication - From date:		Prepared date:			26-Nov-25	
		To date:			7-Dec-25	
Details of classified ads and publishing dates						
Sl.no.	Project name	Published in	Publication dates	Classified draft	Amount in Rs.	Bill in favour of
1	BRGV	Eenadu	05-12-2025 to 07-12-2025	800 sft modern flats in a semi-gated community. Bloomdale Residency, Genome Valley. Attractive price of ₹37 lakhs. Call: 98666 69768	4657	Modi Realty Genome Valley LLP
2	GMR	Eenadu	05-12-2025 to 07-12-2025	"Move to comfort! Gulmohar Residency, Mallapur offers spacious living and great connectivity. Limited flats—secure your spot today. Call: 95027 59933."	4657	Modi Realty Mallapur LLP
3	SOV	Sakshini	05-12-2025 to 07-12-2025	Silver Oak Villas: exclusive gated homes near sacred spaces. Limited units, timeless charm, and peaceful living await in Chertlapally. Call: 96182 47247	2961	Modi Housing Pvt Ltd
4	GHT	DC	05-12-2025 to 07-12-2025	Live close to nature at Greenwood Heights, Vapral — clean surroundings, peaceful ambience, refreshing views. Call: 98666 69768.	3360	Melita & Modi Realty Kowbar LLP
5	MPL	TOI	05-12-2025 to 07-12-2025	"Discover rare luxury at Mayflower Platinum Mallapur. Limited exclusive flats crafted for refined living. Secure your privileged address today. Call: 95023 00311."	1386	Modi Properties Pvt. Ltd.
Total amount					17021	
Note: Above amount Rs.17,021/- to be loaded in Murali - Cash Card						

APPROVED BY

76 NOV 2025

SOHAM MODI

