Weekly - Petty cash /expense card statement.

Name	G JAI KUMAR	Statement date	04-12-2025
Prepared by	JAI KUMAR	Sign	
From period	29-11-2025	To period	04-12-2025

Sl No	Debit to company	Debit to project	Description of expense	Amount	Bill enclosed	GST bill
1.	MPPL	MPPL	ALTO CAR GENERAL SERIVCE TS10EG3490 USING FOR OFFICE PURPOSE Paid to Varun Motors.	7,895/-	□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.					□Y □N	□Y □N
11.					□Y □N	□Y □N
			Total:	**7,895/-**		

Amount to be credited by	□ Transfer to expense card, □ Cash reimbursement, □ Transfer to personal a/c. □ Other:			
Approved by:	Div. Manager	Accountant	Accounts Manager	MD
Sign:	APPROVED BY			
Date:	04 DEC 2025 G. JAI KUMAR AGM-HR & Admin			

MPSVC

DEBIT VOUCHER

Paid to Loleth

Voucher No. ______________

A/c. ______________ Date : 03/12/25

Paid to VARUN MOTORS PVT LTD	Rs.	Ps.
towards GENERAL SERVICING OF ALTO	7895	00
CAR TS 10 EG 3490		
Rupees Seven thousand Eight Hundred		
ninety five only		
Paid by Cheque / Cash ✓ — Cheque No. — Dated — Drawn on Bank		
	7895	00

APPROVED BY
03 DEC 2025
G. JAI KUMAR
AGM-HR & Admin

Prepared by Srinu

Approved by

Receiver's Signature

ACKNOWLEDGEMENT RECEIPT

Customer Name :	VISTA VIEW LLP
Customer Address :	second 5-4-187/3 and 4,, soham man mahatma gandhi rd, bharat petrleum HYDERABAD Pin:500890
Registration No. :	TS10FG3490
Model :	NEW ALTO K10
Chassis No. :	219004
Service Type :	PAID SERVICE

Total Amount to be collected from Customer :		Amount (in Rs.)
1	Service Job Card tax invoice (Amount of Service) - Inclusive of GST	7,541.00
2	Service CCP amount - Inclusive of GST	354.00
3	**Total Amount to be Paid (1 + 2) - Inclusive of GST**	7,895.00

APPROVED BY
03 DEC 2025
G. JAI KUMAR
AGM-HR & Admin

VARUN MOTORS PVT LTD

VARUN MOTORS PVT. LTD. HYD

Customer Signature

Authorised Signatory

VARUN Since 1950

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 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 : 2353148285
VISTA VIEW LLP
second 5-4-187/3 and 4,, soham man mahatma gandhi rd, bharat petrieum
HYDERABAD
Pin:500890
State & Code : 36-TELANGANA
Mobile : 6303618376
Loyalty Card : NA
Cust GSTIN/UIN : 36AAUFV8287A1ZJ
Fuel Trim :
PAN : AAUFV8287A

Invoice No. : 33/BR/25019072
Date : 29/11/2025 18:30:39
Job Card No. : JC25020781
Job Card Date: 29/11/2025
Reg.No. : TS10FG3490
Mileage : 30505
SA Name : VANKADAVATH SHIVA SHANKAR SA(M) :9502675632
Model : MARUTI ALTO K10 VXI 1L
EW Type : III
Chassis No. : 219004
Last Service : 10357 (11-07-24)
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
Parts										
Demanded Repairs-Others/Suggested Jobs										
16	990J0M999H2-970	WAX TOP KIT 100ML	AA	34053000	18%	1.000	295.76	295.76	0.00	
17	9999EM00W16-SHL	ECSTAR PETROL 0W16 - SHELL	AB	27101980	18%	3.300	406.77	1342.34	0.00	
Labour										
Demanded Repairs-Others/Suggested Jobs										
1	ZA11L0	WHEEL ALIGNMENT		998729						450.00
2	ZA04L0	WHEEL BALANCING - 4 WHEEL		998729						380.00
3	ZA72L0	ACCESSORIES FITMENT / REPAIRS		998729						50.00
4	ZE75L0	DIAGNOSTIC CHARGES		998729						430.00
5	ZE34L0	SERVICE FESTIVAL		998729						50.00
6	ZA37L0	PICK-UP & DROP CHARGES		998729						250.00
7	ZE25L0P	PMS 20/30/40/60/80/90		998729						2,000.00
8	ZF03L0	DOOR GLASS/ ADJUST/ LUBRICATE		998729						50.00

Recommendations :

SA SHIVA SHANKAR TECH MD.BABA , UNDER BODY DAMAGE RADIATOR CROSS MEMBER DAMAGE RHS MIRROR ASSEMBLY DAMAGE , BATTERY AMARON N(

	Taxable Amount	Tax Paid Amount	Labour Charges
Sub Total Amount :	3,795.46	0.00	3,660.00
Less Discount on Parts & Labour :	0.00	0.00	815.00
Less Special Discount			250.00
CGST @ 9% :	341.59		233.55
SGST @ 9% :	341.59		233.55
Sub Total Amount	4,478.64	0.00	3,062.10
Net Bill Amount (Rounded) :			**7,541.00**

Rupees Seven Thousand Five Hundred And Forty One Only

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

RECEIVED CASH / CHEQUE / CARD
CASHIER
VARUN MOTORS PVT. LTD.

For VARUN MOTORS PVT LTD

Authorised Signatory

Dealer GSTIN : 36AABCV2471Q1ZT

Service CCP (inclusive of taxes to be paid by MSIL) has been activated with service for Rs-354 . Please ask the service advisor for certificate cum invoice.

Special Waiver on Pick up & Drop Service provided - RS.250

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

Customer Signature

Mobile No.:

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

IRN : 0698d9e1b075c0310896c251a10b05145f1dfa891838a637e18e188656222e6d

Customer Name & Address ID : 2353148285
VISTA VIEW LLP
second 5-4-187/3 and 4,, soham man mahatma gandhi rd, bharat petrleum
HYDERABAD
Pin:500890
State & Code : 36-TELANGANA
Mobile : 6303618376
Loyalty Card : NA
Cust GSTIN/UIN : 36AAUFV8287A1ZJ
Fuel Trim :
PAN : AAUFV8287A

Invoice No. : 33/BR/25019072
Date : 29/11/2025 18:30:39
Job Card No. : JC25020781
Job Card Date: 29/11/2025
Reg.No. : TS10FG3490
Mileage : 30505
SA Name : VANKADAVATH SHIVA SHANKAR SA(M) :9502675632
Model : MARUTI ALTO K10 VXI 1L
EW Type : III
Chassis No. : 219004
Last Service : 10357 (11-07-24)
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
Parts										
Demanded Repairs-Others/Suggested Jobs										
1	01550M0825A	BOLT	AD	73181500	18%	4.000	6.77	27.08	0.00	
2	08316M1010A	NUT	AE	87089900	18%	4.000	7.62	30.48	0.00	
3	09168-14015	GASKET	AC	73182200	18%	1.000	57.62	57.62	0.00	
4	09409M07L01	CLIP	AF	87082900	18%	10.000	6.77	67.70	0.00	
5	11518M63J30	PLUG OIL DRAIN	AF	84099112	18%	1.000	36.44	36.44	0.00	
6	13780M53T50	ELEMENT,AIR CLEANER	AC	84219900	18%	1.000	237.28	237.28	0.00	
7	16510M68K10	FILTER ASSY, OIL	AF	84212300	18%	1.000	83.89	83.89	0.00	
8	38340M53M01	BLADE ASSY WIPER DS	AH	85129000	18%	1.000	309.32	309.32	0.00	
9	38350M53M01	BLADE ASSY WIPER AS	AH	85129000	18%	1.000	203.38	203.38	0.00	
10	99000M24120-978	MGP RUST SMASH	AG	27101990	18%	1.000	93.22	93.22	0.00	
11	99000M24121-136	PAPER FLOOR MAT (20X15)	AE	48209090	18%	6.000	2.11	12.66	0.00	
12	99000M24121-161	INTERIOR PROTECTION COVERS-NEXA	AF	39209999	18%	1.000	29.66	29.66	0.00	
13	99000M25020	GREASE, CALIPER ASSY	AH	34031900	18%	3.000	32.20	96.60	0.00	
14	990J0M69RS0-010	PM 2.5 AC FILTER | (WAGONR & IGNIS)	AA	84213990	18%	1.000	466.10	466.10	0.00	
15	990J0M999H2-360	ECSTAR CLEAR VIEW 1:100 CONC.	AC	34029012	18%	1.000	405.93	405.93	0.00	