

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 SERVICE TS10EG3490 USING FOR OFFICE PURPOSE <i>Paid to Vaishu Mohan.</i>	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:				
Date:				

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

DEBIT VOUCHER

MPSVC

Paid to bank

Voucher No. _____

A/c. _____ Date : 03/12/28

Paid to <u>VARUN MOTORS PVT LTD</u>		Rs.	Ps.
towards <u>GENERAL SERVICES OF ALTO</u>		7895	00
<u>CAR IS 10 EG 3490</u>			
Rupees <u>Seven thousand Eighty Hundred</u>			
<u>ninty five only</u>			
Paid by <u>Cheque</u> ✓	Cheque No.	Dated	Drawn on Bank
Cash ☒			
		7895	00

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

Prepared by Gris

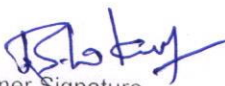
Receiver's Signature

ACKNOWLEDGEMENT RECEIPT

Customer Name : VISTA VIEW LLP
Customer Address : second 5-4-187/3 and 4,, soham man mahatma gandhi rd, bharat petroleum
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
23 DEC 2025
G. JAI KUMAR
AGM-HR & Admin


Customer Signature

VARUN MOTORS PVT. LTD
HYD
Authorised Signatory



GST No. 36AABCV2471Q1ZT

VARUN MOTORS PVT. LTD.**MARUTI AUTHORISED DEALERS**

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/TRIPPLICATE FOR SUPPLIER
WE ARE OPEN ON SUNDAYS

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
petroleum
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							
2	ZA04L0	WHEEL BALANCING - 4 WHEEL	998729							450.00
3	ZA72L0	ACCESSORIES FITMENT / REPAIRS	998729							380.00
4	ZE75L0	DIAGNOSTIC CHARGES	998729							50.00
5	ZE34L0	SERVICE FESTIVAL	998729							430.00
6	ZA37L0	PICK-UP & DROP CHARGES	998729							50.00
7	ZE25L0P	PMS 20/30/40/60/80/90	998729							250.00
8	ZF03L0	DOOR GLASS/ ADJUST/ LUBRICATE	998729							2,000.00
										50.00

Recommendations :

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

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

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.

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

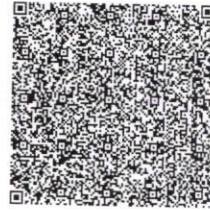
VARUN MOTORS PVT. LTD.**MARUTI AUTHORISED DEALERS**

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 RECEIPT/Duplicate FOR TRANSPORTER/TRIPPLICATE FOR SUPPLIER
WE ARE OPEN ON SUNDAYS**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
petroleum
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

Reg.No. : TS10FG3490

Job Card Date: 29/11/2025

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	

VARUN
Since 1950