

Weekly - Petty cash / expense card statement.

Name	Mr. H. K. N. NATHAN	Statement date	Slips	
Prepared by	QMPH	Sign	QMPH	
From period	To period			
Sl. No	Debit to company	Debit to project	Description of expense	Amount
1.	HOD Housing	Ru. 250	10: classified Paper Ad.	1386
2.				Y N
3.				Y N
4.				Y N
5.				Y N
6.				Y N
7.				Y N
8.				Y N
9.				Y N
10. Total				1386
Amount to be credited by	Transfer to Happy card, Other:	Transfer to expense card, Other:	Cash reimbursement, Transfer to personal a/c.	
Approved by:	Div. Manager	Accountant	Account Manager	MD
Sign:				
Date:				

Notes: 1. Standard copy of this statement to be submitted before every Friday 2. Original vouchers to be attached to this statement and send to respective accountant by Monday. 3. Accountants to make payment on receipt of statement on Saturday. 4. If original statement with vouchers of last week is not received withhold further payment. 5. Employee must maintain photocopy of all bills/vouchers for 3 months. 6. Division manager and account in manager approval required for expenses of over 2,000/- per week. MDs approval is required for expenses of over 10,000/- per week.

Voucher No.			
Account head			
Paid to	MANINDRA AD'S		
Towards/description of work	TIME OF INDIA CLASSIFIES PAPER AS 12/12/2553 14/12/25		
Location of work			
Amount in Rs.	1386/-		
Amount in words	One thousand three hundred Eighty Six only		
Mode of payment			
	Cheque/trf No.	Date 3/12/25	Bank
Prepared by	Approved by	Receivers Name	Receivers Signature
CHUPH	APPROVED BY		



Locations /Division				
Prepared by:	Raju			
Prepared date:	12-Dec-2025	2-Dec-25		
Publishation - From date:		14-Dec-25		

## Details of classified ads and publishing dates

Line	Project name	Published in	Publication dates	Classified draft	Amount in Rs.	Bill in favour of
1	GHT	Bengaluru	12-12-2025 to 14-12-2025	Live close to nature at Greenwood Heights, Yaprak — clean surroundings, peaceful ambience, refreshing views. Call: 98666 69768.	4657	Mehta & Modi Realtly Kowkur LLP
2	GMR	Sakhsri	12-12-2025 to 14-12-2025	“Move to comfort! Gulmohar Residency, Mallapur offers spacious living and great connectivity. Limited flats—secure your spot today. Call: 95027 59933.”	2961	Modi Realtly Mallapur LLP
3	BIGOV	Sakhsri	12-12-2025 to 14-12-2025	800 sft modern flats in a semi-gated community. Bloomdale Residency, Genome Valley. Attractive price of ₹37 lakhs. Call: 98666 69768	2961	Modi Realtly Genome Valley LLP
4	MPL	DC	12-12-2025 to 14-12-2025	“ Discover rare luxury at Mayflower Platinum, Mallapur. Limited exclusive flats crafted for refined living. Secure your privileged address today. Call: 95023 00311.”	3360	Modi Properties Pvt. Ltd.
5	SOY	TOI	12-12-2025 to 14-12-2025	Silver Oak Villas: exclusive gated homes near sacred spaces. Limited units, timeless charm, and peaceful living await in Cherlapally. Call: 96182 47247	1386	Modi Housing Pvt. Ltd.
	Total amount				15325	
	Note: Above amount Rs. 15,325/- to be loaded in Murali - Cash Card					

APPROVED BY  
03 DEC 2025

SOHAM MODI