

Weekly - Petty cash /expense card statement.

Name		G JAI KUMAR		Statement date	05-12-2025		
Prepared by		JAI KUMAR		Sign			
From period		29-11-2025		To period	05-12-2025		

Sl No	Debit to company	Debit to project	Description of expense	Amount	Bill enclosed	GST bill
1.	MHSVC	MHSVC	Fast tag recharge TG10T5808 to Visakhapatnam	503/-	<input checked="" type="checkbox"/> Y <input type="checkbox"/> N	<input type="checkbox"/> Y <input checked="" type="checkbox"/> N
2.	MHSVC	MHSVC	Glanza TS10D343 puncture of tyre done	240/-	<input checked="" type="checkbox"/> Y <input type="checkbox"/> N	<input type="checkbox"/> Y <input checked="" type="checkbox"/> N
3.	MHSVC	MHSVC	Fast tag recharge TG10T5808 to Visakhapatnam	1,000/-	<input type="checkbox"/> Y <input type="checkbox"/> N	<input type="checkbox"/> Y <input checked="" type="checkbox"/> N
4.	MHSVC	MHSVC	Somanna – outstation ood allowance 28-11-25	450/-	<input type="checkbox"/> Y <input type="checkbox"/> N	<input type="checkbox"/> Y <input checked="" type="checkbox"/> N
5.	MHSVC	MHSVC	Somanna – outstation food allowance 29-11-25	450/-	<input type="checkbox"/> Y <input type="checkbox"/> N	<input type="checkbox"/> Y <input checked="" type="checkbox"/> N
6.	MHSVC	MHSVC	Somanna – outstation food allowance 30-11-25	450/-	<input type="checkbox"/> Y <input type="checkbox"/> N	<input type="checkbox"/> Y <input checked="" type="checkbox"/> N
7.	MHSVC	MHSVC	Fastag rechargd somanna- TG10D3437, rapido charges	555/-	<input type="checkbox"/> Y <input type="checkbox"/> N	<input type="checkbox"/> Y <input checked="" type="checkbox"/> N
8.	MHSVC	MHSVC	Shekar – Tyre puncture – gopi tyre works	240/-	<input type="checkbox"/> Y <input type="checkbox"/> N	<input type="checkbox"/> Y <input checked="" type="checkbox"/> N
9.	MHSVC	MHSVC	Sri raja rajeshwari automobiles – winger lower arm repair	2500/-	<input checked="" type="checkbox"/> Y <input type="checkbox"/> N	<input checked="" type="checkbox"/> Y <input checked="" type="checkbox"/> N
10.					<input type="checkbox"/> Y <input type="checkbox"/> N	<input type="checkbox"/> Y <input type="checkbox"/> N
11.				Total:	6,388/-	

Amount to be credited by	<input type="checkbox"/> Transfer to expense card, <input type="checkbox"/> Cash reimbursement, <input type="checkbox"/> Transfer to personal a/c. <input type="checkbox"/> Other:			
Approved by:	Div. Manager	Accountant	Accounts Manager	MD
Sign:				
Date:				


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

DEBIT VOUCHER

M H S V C

Voucher No. _____

Date : 01-12-2025

A/c. _____

Paid to <u>Jatag. (V-somanna)</u>			Rs.	Ps.
towards <u>for Goods vehicle Jatag Recharge</u>			803	20
<u>TG 10 T 5808 to valzag on 30/11/25</u>				
<u>Given by Jankumar Sr</u>				
Rupees <u>five hundred and Three</u>				
<u>Repayers Only</u>				
Paid by <u>Cheque</u>	Cheque No.	Dated	Drawn on Bank	
<u>Cash</u>				803 20

Prepared by



Receiver's Signature



10:37

5G 100%



FASTag Recharge successful

05:54 AM on 30 Nov 2025

FASTag Recharge for



IDFC FIRST Bank - FasTag ₹503

TG10T5808



Bill Details



Payment details



Bill Amount

₹500

Platform fee (inclusive of GST)

+ ₹3

Total Amount

₹503

Transaction ID

NX25113005542977296180341



Bharat Connect Transaction ID

PP015334BX1980GEZ312



Debited from



XXXXXX7790

₹503

UTR: 328927859851



View
History



View
Receipt



Split
Expense



Share
Receipt



DEBIT VOUCHER

MHSVC

Voucher No. _____

A/c. _____ Date : 27/11/25

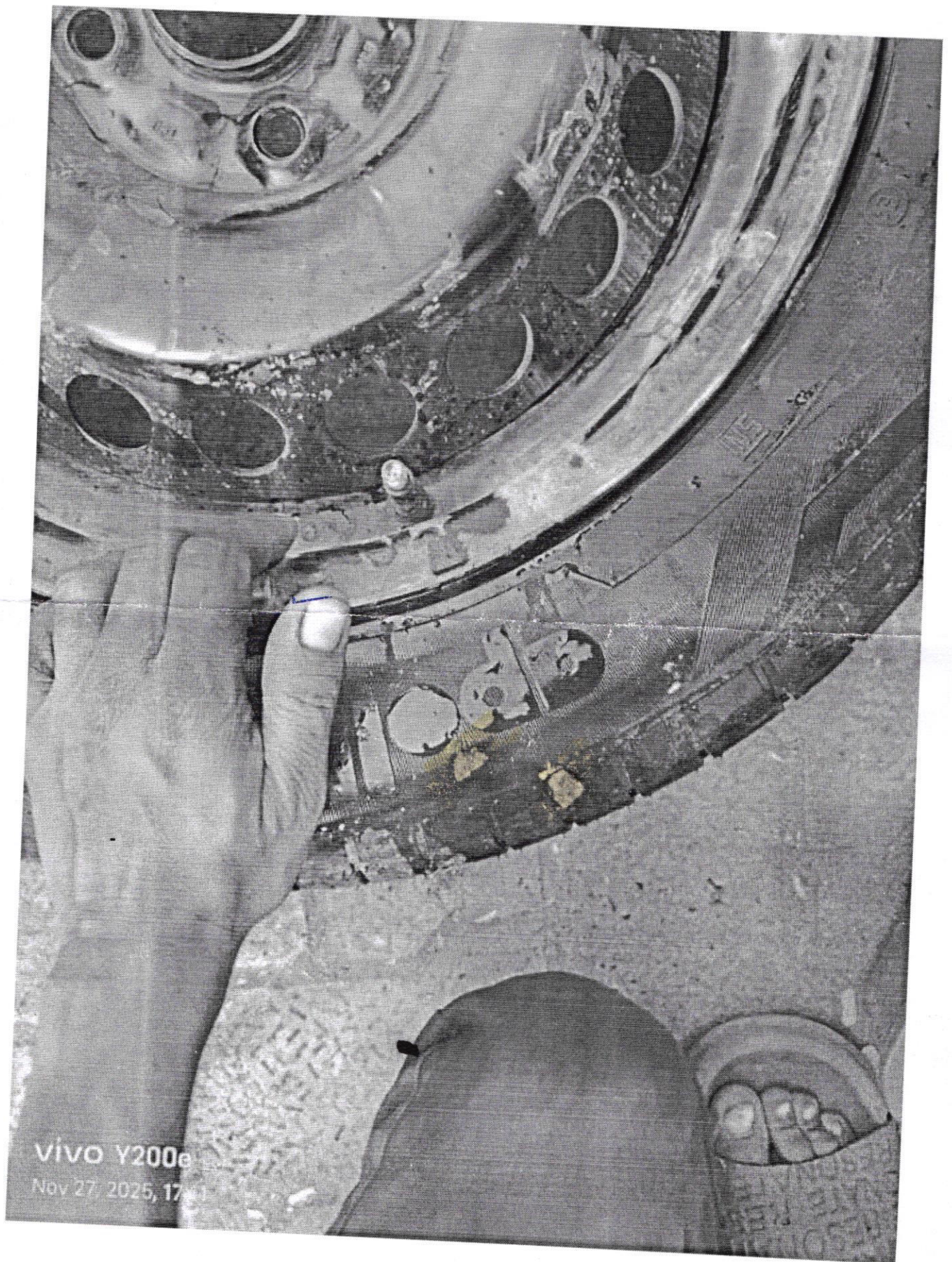
Paid to <u>Local Punches Shop</u>				Rs.	Ps.
towards <u>Glanza Car Punches 2.</u>				240	/
<u>TS10D3437</u>					
Rupees <u>Two hundred only</u>					
Paid by <u>Cheque</u>	Cheque No.	Dated	Drawn on Bank		
<u>Cash</u>				240	

G
Prepared by

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

Receiver's Signature

P.S.



vivo Y200e

Nov 27, 2025, 17:01



vivo Y200e

Nov 27, 2025 17:10

DEBIT VOUCHER

MHsvc

Voucher No. _____

A/c. _____ Date : 01/12/2025

Paid to <u>fastag</u> (Somannew)		Rs.	Ps.
towards <u>Recharge for Goods Vehicle</u>		100020	
<u>TG. 10 T 5808 to vaizag. on 28-11-25</u>			
<u>Given by Jai Kumar for</u>			
Rupees	<u>One thousand Only</u>		
<div> <div> <div>Paid by</div> <div> <div>Cheque</div> <div>Cash</div> </div> </div> <div> <div>Cheque No.</div> <div></div> </div> <div> <div>Dated</div> <div></div> </div> <div> <div>Drawn on Bank</div> <div></div> </div> </div>		100020	

Prepared by



Receiver's Signature



FASTag Recharge successful
08:20 PM on 28 Nov 2025

FASTag Recharge for



IDFC FIRST Bank -
FasTag
TG10T5808

₹1,000



Bill Details



Customer Name

M shekar



Payment details



Bill Amount

₹1,000

Total Amount

₹1,000

Transaction ID

NB25112820200397221012962

Bharat Connect Transaction ID

PP015332BB3511KHM508



Debited from



XXXXXX0521

₹1,000

UTR: 675002743056

Powered by



DEBIT VOUCHER

M H8vc

Voucher No. _____

A/c. _____ Date : 02/12/25

Paid to	<u>Lo Manne</u>	Rs.	Ps.
towards	<u>Towards rent to living</u>	<u>450.</u>	<u>00</u>
	<u>on 30/11/2025 (for Allowance)</u>		
	<u>Day & Night</u>		
Rupees	<u>Four hundred & fifty only</u>		
Paid by	Cheque No. _____ Dated _____ Drawn on Bank _____		
	Cash _____	<u>450.</u>	<u>00</u>

Prepared by

APPROVED BY
02 DEC 2025
G. J. Approved by
AGM-HR & Admin

Receiver's Signature

DEBIT VOUCHER

Voucher No. _____

A/c. _____ Date : 02/12/25

Paid to	Somanna			Rs.	Ps.
towards	Towards went to vizag			450.	00
	on 29/11/2025 food Allowance				
	for day & night				
Rupees	One hundred & fifty only			1	
Paid by	Cheque	Cheque No.	Dated	Drawn on Bank	
	Cash				
					450.00

Prepared by



Receiver's Signature



DEBIT VOUCHER

Voucher No. _____

A/c. _____ Date : 02/12/25

Paid to <u>Somanne</u>		Rs.	Ps.
towards	<u>Towards went to vizay</u>	450.	0
	<u>on 28/11/2025 food Allowance.</u>		
	<u>for day & Night</u>		
Rupees	<u>for lunch & Bt/g</u>	1	
	<u>only</u>		
Paid by <u>Cheque</u>	Cheque No. _____	Dated _____	Drawn on Bank _____
<u>Cash</u>			
			450. 0

Prepared by

[Signature]

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

Receiver's Signature

[Signature]

DEBIT VOUCHER

MHSVC

Voucher No. _____

A/c. _____

Date : 01/12/2020

Paid to	fastag. and. Rapido (y.somanna)	Rs.	Ps.
towards	Recharge Glenea Vehicle TG 10D3437	503	20
	and. Head office to Green Towers for.	52	20
	Rapido Given by Jai Kumar Sr		
Rupees	five hundred and fifty		
	five Rupees Only		
Paid by	Cheque		
	Cash		
	Cheque No.	Dated	Drawn on Bank
	APPROVED BY		
	02 DEC 2020		
	G. JAINUMAR		
	AGM-HR Admin		
	Approved by		
			555
			20

Prepared by

Receiver's Signature



11:26

5G 95%



FASTag Recharge successful

08:47 AM on 25 Nov 2025

FASTag Recharge for



Bajaj Pay FASTag

₹503

TG10D3437



Bill Details



Payment details



Bill Amount

₹500

Platform fee(inclusive of GST)

+ ₹3

Total Amount

₹503

Transaction ID

NX25112508465341055202941



Bharat Connect Transaction ID

PP015329BX3WX00EC610



Debited from



XXXXXX5894

₹503

UTR: 283030772157



View History



View Receipt



Split Expense



Share Receipt

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

11:27

5G 95%

← Details

Bike Ride

21 Nov 2025 • 01:13 PM

₹52



✓ Completed

Address details

Ride ID #RD17637110386096548



Soham Mansion

Karbala Maidan, Rani Gunj, Hyderabad, Telangana 500003, India



VARUN TOWERS-I

VARUN TOWER SONATA SOFTWARE, Mayur Marg, Begumpet, Hyderabad, Telangana 500016, India

11.9 mins • 4.2 kms



Need help?

We're a tap away



📄 INVOICE

Total Fare

₹52.0 ^

Ride Charge

₹39.7

Booking Fees & Convenience Charges

₹12.3



Send invoice via Email

APPROVED BY

05 DEC 2025

G. JAI KUMAR
AGM-HR & Admin

DEBIT VOUCHER

MH8VC

Voucher No. _____

A/c. _____

Date : 04/12/25

Paid to <u>GoPi Tyre works</u>				Rs.	Ps.
towards: <u>Tyre Puncture, Air Check, Air Filter</u>				240 —	00
<u>cleing vechkal no + TS to WB 3122</u>				/	
<u>Jeetho. — X —</u>					
Rupees <u>Two hundred and forty Rupees only</u>					
<u>— X —</u>					
Paid by <u>Cheque</u>	Cheque No.	Dated	Drawn on Bank	240 —	00
<u>Cash</u>					

m. shelar
Prepared by



Receiver's Signature



ESIKA - ARPITHA
GOPI TYRE WORKS
KLR, Cherlapally, Hyderabad.

No. **3278**

M/s. / Sri Modi Housing Pvt Ltd Date: 03/12/25

Vehicle No _____

S.No.	TYPE OF WORK	AMOUNT	
		Rs.	Ps.
1	TUBES PUNCTURE		
2	FLAPS		
3	TYRE PUNCTURE		
4	GATTER		
5	FITTING	150	00
6	AIR CHECKING		
7	NUT BOLTS		
8	TYRE PATCHING	40	00
9	GREASING		
10	VALVE SEAT		
11	NOZZLE		
12	RING SET		
13	OLD TYRE SALE		
	Air filter cleaning	50	00
TOTAL		240	00

Tyre retraining work also undertaken

GOPI PILLAI

APPROVED BY

Manager

05 DEC 2025



G. JAI KUMAR
AGM-HR & Admin



DEBIT VOUCHER

MATRIC

Voucher No. _____

A/c. _____ Date : 04/12/25

Paid to	<u>Sri Raja Rajashwari Automobiles</u>	Rs.	Ps.
towards	<u>Power Arm Winger Repair.</u>	<u>2500</u>	<u>00</u>
		<u>1</u>	
Rupees	<u>two thousand five hundred only.</u>		
Paid by	<u>Cheque</u>	Cheque No.	Dated
	<u>Cash</u>		
		Drawn on Bank	
			<u>2500-00</u>

Prepared by

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

Approved by

Receiver's Signature

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CASH BILL SRI RAJA RAJESHWARI AUTOMOBILES

Cell : 9394560089

Eicher, Swaraj Mazda, DCM, Tata Ace, Indica Spare Parts
3-4-98, Noma Complex, Beside Noma Function Hall, Mallapur, Hyderabad - 500 076.

Bill No. **143**

M/s. Moeli Housing Pvt Ltd Date: 01/12/25
MHSVC

Sl. No.	PARTICULARS	QTY.	RATE	Amount	
				Rs.	Ps.
1	Lowering Ang Wing 1st			2500	20
TOTAL				2500	20

Rupees :

APPROVED BY
05 DEC 2025
G. JAI KUMAR
Admin

Goods once sold will not be taken back.

For SRI RAJA RAJESHWARI AUTOMOBILES
VPR