Weekly - Petty cash /expense card statement.

Name	P. Raghu	Statement date	15/12/25
Prepared by	P. Raghu	Sign	
From period	08/12/25	To period	13/12/25

Sl No	Debit to company	Debit to project	Description of expense	Amount	Bill enclosed	GST bill
1.	MPPL-HO.	MPPL-HO.	Jai Bhavani Plastic		☐Y ☐N	☐Y ☐N
2.			Local purchasing of Phenyol for HO use purpose	2070/-	☐Y ☐N	☐Y ☐N
3.	MPPL-HO	MPPL-HO	Jai Bhavani Plastic		☐Y ☐N	☐Y ☐N
4.			Local purchasing of Dettol for HO purpose	1,850/-	☐Y ☐N	☐Y ☐N
5.	SOV	SOV	Global steel palace		☐Y ☐N	☐Y ☐N
6.			Local purchasing of steel spoons & Servicing spoons for SOV site use purpose	420/-	☐Y ☐N	☐Y ☐N
7.					☐Y ☐N	☐Y ☐N
8.					☐Y ☐N	☐Y ☐N
9.					☐Y ☐N	☐Y ☐N
10.	Total					

Amount to be credited by: ☐ Transfer to Happay card, ☐ Transfer to expense card, ☐ Cash reimbursement, ☐ Transfer to personal a/c. ☐ Other

Approved by:	Dir./Manager	Accountant	Accounts Manager	MD
Sign:	APPROVED 15 DEC 2… MINISH PARIKH MANAGER PRO…			
Date:				

DEBIT VOUCHER

MPPL-HO.

Voucher No. ______

A/c. ______ Date : 08/12/25

	Rs.	Ps.
Paid to Jai Bhavani Plastic		
towards Local purchasing of Phenyol, surf & Damber ball. for HO use purpose	2070/-	
Rupees Two thousand Seventy. Rupees Only.		
Paid by Cheque / Cash — Cheque No. — Dated — Drawn on Bank	2070/-	

APPROVED
15 DEC 20[illegible]
MINISH PARIKH
MANAGER PRO[illegible]

Prepared by | Approved by | Receiver's Signature

DEBIT VOUCHER

MPPL - HO.

Voucher No. ______

A/c. ______ Date : 08/12/25

	Rs.	Ps.
Paid to Jai Bhavani Plastic.		
towards Local purchasing of Dettol, Acid for HO use purpose.	1,850/-	
Rupees One thousand eight hundred and Fifty Rupees, Only.		
Paid by Cheque / Cash — Cheque No. — Dated — Drawn on Bank	1,850/-	

APPROVED
15 DEC 2025
MINISH PARIKH
MANAGER PRO

Prepared by

Approved by

Receiver's Signature

ESTIMATION

Jai Bhavani Plastic

WHOLESALE & RETAIL

Prashanth Nagar, Boduppal Road, Hyderabad-92.
Cell: 7842285632, 8309700942

M/S: MPPL - HO Date: 08/12/25

Qty	PARTICULARS	Rate	AMOUNT
1.	Phenyol - 8 No's	40	320/-
2.	Surf - 12 packet	15	900/-
3.	Damber ball - 5 packet	170	850/-
		TOTAL	2070/-

INWARD
Inward No: 371 Dt: 8/12/25
MRN No: Dt:
Received By: Sign:
Samarjit
MO... ...RTIES

Goods once sold will not be taken back
No Exchange

Signature

ESTIMATION

Jai Bhavani Plastic

WHOLESALE & RETAIL

Prashanth Nagar, Boduppal Road, Hyderabad-92.

Cell: 7842285632, 8309700942

M/S: MPPL - HO Date: 08/12/25

Qty	PARTICULARS	Rate	AMOUNT
1.	Dettol - 6 No's.	255	1530/-
2.	Acid - 8 No's.	40	320/-
		TOTAL	1850/-

INWARD

Inward No: 370 Dt: 8/12/25

MRN No: Dt:

Received By: Sign:

Amarnath

MODI PROPERTIES

Goods once sold will not be taken back

No Exchange

Signature

Local Purchase Cleanning Material for HO

1. Phenyl perfumed : 08 Bottle
2. Acid — 08 Nos
3. Surf detergent powd : 12 Pkt.
4. Damfer ball — 05 Pkt.
5. Dettol Anticeptic — 06 Nos

Checked

3/12/25

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

Requisition Form

Company Name	Modi Housing Pvt Ltd - SOV III	Date	30 Sep 2025
Site Or Phase	Silver oak villas MHPL - SOVMHPL	Time	01:30:42
For Use In Flat/Villa/Other	For site office & sales office use purpose	Req.No.	20250930032
Material required before date			

S.No	Description	Qty Required	Qty Available at Site	Order Qty	Last Rate	Inward No	Date
1	CONS6917-Consumables-Dinner Spoon-STD-Set of 6-Nos.	2.00	0	2.00	130.00		
2	CONS9822-Consumables-Serving Spoon-STD-Misc-Nos.	2.00	0	2.00	59.00		

PO Num	Date	Type	Status
20250930036	30 Sep 2025	PO	Open PO

Sno	Role	User	Remarks	Date And Time
1	Const-Data Entry Operator	Tulasi	For site office & sales office use purpose	30 Sep 2025 01:30:42 pm
2	Const-Mgr	Purshotham. K	System Generated:This Requisition Has Been Approved	30 Sep 2025 01:31:33 pm

Prepared By :- Tulasi

Sign:-

Date :- 30 Sep 2025

Approved By:-

Sign:-

Date:-

Note: On receipt of material at site write inward number and date in last two columns

DEBIT VOUCHER

Silver. Oak Villas.

Voucher No. ____________

A/c. ____________ Date : 08/12/25

		Rs.	Ps.
Paid to	Global Steel Palace		
towards	Local purchasing of Steel spoons	420/-	
	& Servicing spoons for SOV site		
	Use purpose. Req.no:- 2025093 0032		
Rupees	Four hundred and Twenty Rupees.		
	Only.		
Paid by Cheque / Cash	Cheque No. — Dated — Drawn on Bank	420/-	

APPROVED

15 DEC 2[illegible]

MINISHTAN [illegible]
MANAGER PRO

Prepared by   Approved by   Receiver's Signature

GLOBAL STEEL PALACE

H.NO.215/6/A,MARUTHI NAGAR, BODUPPAL,HYD-500096

Silver oak villas. Date:-08/12/25

S.No.	PARTICULARS	QTY.	Pc.Rs.	RS.
1.	Steel Spoons (Small)	12 No's	25/-	300/-
2.	Servicing spoons	2 No's.	60/-	120/-
	Total		Rs.	420/-

SIGNATURE