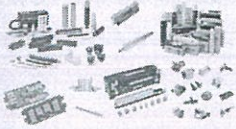


Weekly - Petty cash /expense card statement.

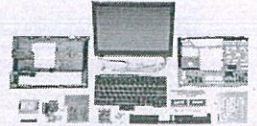
Name		K Suneel Kumar		Statement date	19-12-2025 Card No.4629 5254 2716 5724		
Prepared by		K Suneel Kumar		Sign			
From period		12-12-2025		To period	18-12-2025		
SI No	Debit to company	Debit to project	Description of expense	Amount	Bill enclosed	GST bill	
1.	MHTR	MHTR	Toner refilling	875	☐ Y ☐ N	☐ Y ☐ N	
2.	MHTR	MHTR	switch purchased	4350	☐ Y ☐ N	☐ Y ☐ N	
3.	MHTR	MHTR	Printer repairing charges	1200	☐ 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.	Total			6425			
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:							

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



V-IT CONSUMABLES AND SPARES

(A ONE STOP SOLUTION)



INVOICE/ CASH BILL

Sellers Name :	M/S.V-IT CONSUMBALES AND SPARES	Date	13/12/25
	CHAPPAL BAZAR , KACHIGUDA.	INVOICE NO	1875
Telephone No :	9246215868	UDYAM REGISTRATION NUMBER	UDYAM-TS-02-0006461
Buyer's Name :	M/S. MODI HOUSING - TRADING,		
Address :	SOHAM MANSION, MG ROAD, SECBAD.		

Terms of Sale

S.No.	DESCRIPTION OF GOODS	Qty	Rate	Value (Rs.)
1)	REFILLING OF TONER HP12A	02	225.00	450.00
2)	LASER TONER DRUM HP12A	01	325.00	325.00
3)	EPSON M205 PRINTER CONTROL PANEL REPAIR WITH BUTTONS			
4)	LASER TONER BLADE			
5)	LASER TONER PCR HP12A	01	100.00	100.00
6)	LASER TONER MAGNET			
7)	BT SCANNER BATTERIES - NEW			
8)	HP 88A LASER TONER CARTRIDGE NEW- COMPATIBLE			
9)	HP 12A LASER TONER CARTRIDGE NEW - COMPATIBLE			
	TOTAL			875.00

FOR M/S.VIT CONSUMABLES AND SPARES

AUTHORISED SIGNATORY

D.NO:3-3-66/303 SAI SHIKARA HEIGHTS, CHAPPAL BAZAR, KACHIGUDA, HYDERABAD-500027 - CALL@9246215868

INWARD	
Inward No: 376	Dt: 13/12/25
MRN No:	Dt:
Received By: Jamarath	Sign: [Signature]
MODI PROPERTIES	

SL

Tax Invoice

Ace Business Solutions #NRSC Colony, Hydernagar, Hyderabad-500 082 GSTIN: 36ANLPK6297R1ZU State : Telangana. Ph:-8555004783	Invoice No. 26/25-26	Dated 12-12-2025
	Delivery Note	Mode/Terms of Payment
	Reference No. & Date:	Other References
Buyer (Bill to) Modi Housing Trading 5-4-187/3&4, 2nd Floor Soham Mansion MG Road, Secunderabad- 500 003 GSTIN: 36AADCM5906D2ZO	Buyer's Order No.	Dated
	Dispatch Doc No.	Delivery Note Date
	Dispatched through	Destination

[illegible]

Amount (in words): Three Thousand only

E. & O.E

Taxable Value		Central Tax		State Tax		Total Tax
		Rate	Amt	Rate	Amt	
Total	3,686.44	9%	331.78	9%	331.78	663.56

INWARD	
Inward No: 388	Dr: 12/12/88
MRN No:	Dr:
Received By: J. J. J.	Sign: [Signature]
MODEROTIES	

Company's Bank Details:
Bank Name: State Bank of India
IFSC CODE : SBIN0011665
Branch: Hyderabad
For All Business Solutions

Receiver Signature

Authorised Signatory

INVOICE



SILICON COMPUTERS

#2, Block 19, Baglingampally,
Hyderabad - 44. Mobile: 901 082 0929

Date:

16/12/25

No.:

658

M/s.

Medi Housing Trading

Sl.No.	Description	Qty.	Rate	Total ₹
1.	EPSON 205 Printer repairing charges	1		1200 00
TOTAL				1200 00

Rupees in words: _____

for SILICON COMPUTERS