

Weekly - Petty cash /expense card statement.

Name		NGH		Statement date	05.01.2026		
Prepared by		G.Vijay Raj		Sign			
From period		01.12.2025		To period	31.12.2026		
SI.No	Debit to company	Debit to project	Description of expense			Amount	Bill enclosed
1.	Modi Realty Pocharam LLP	NGH	Towards Police patrolling Charges for day and night time for site welfare for the month of Dec'25			1,200/-	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> Y <input type="checkbox"/> N
2.	Modi Realty Pocharam LLP	NGH	Towards 50 Labour Quarters Garbage removing charges for the month of Dec'25			1,500/-	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> Y <input type="checkbox"/> N
3.	Modi Realty Pocharam LLP	NGH	Towards Electricity Charges for Lineman for the month of Dec'25			500/-	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> Y <input type="checkbox"/> N
4.	Modi Reality Pocharam LLP	NGH	Towards Newspaper Bill for the month of Dec'25			670/-	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> Y <input type="checkbox"/> N
5.							
6.							
7.							
8.	Total					3,870/-	
Amount to be credited by		<input type="checkbox"/> Transfer to Haapay card, <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:							

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



DEBIT VOUCHER			
Company/Firm	MRPLLP		
Project	Nilgiri heights		
Voucher no.	-		
Account head	G.Vijay Raj		
Paid to	Narender Reddy (Patrolling Person)		
Towards/description of work	Towards Police patrolling Charges for day and night time for site welfare for the month of Dec'25		
Location of work	NGH		
Period	From: 01.12.2025	To: 31.12.2025	
Amount in Rs.	1200/-		
Amount in words	One Thousand Two Hundred Rupees Only		
Mode of payment	Cheque/trf no.	Date	Bank
-	-	05.01.26	
Prepared by	Approved by	Receivers name	Receivers signature
sharvani			

Notes: 1. Print full sheet. 2. To be used for all minor maintenance works. 3. Details of labour, hire charges , material may be printed/written overleaf. 4. Project may differ from location of work.



DEBIT VOUCHER			
Company/Firm	MRPLLP		
Project	Nilgiri heights		
Voucher no.	-		
Account head	G.Vijay Raj		
Paid to	Nayak (Garbage Person)		
Towards/description of work	Towards 15 Labour Quarters and Customers Garbage removing charges for the month of Dec'25		
Location of work	NGH		
Period	From: 01.12.2025	To: 31.12.2025	
Amount in Rs.	1500/-		
Amount in words	One Thousand Five Hundred Rupees Only		
Mode of payment	Cheque/trf no.	Date	Bank
-	-	05.01.26	
Prepared by	Approved by	Receivers name	Receivers signature
sharvani			

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DEBIT VOUCHER			
Company/Firm	MRPLLP		
Project	Nilgiri heights		
Voucher no.	-		
Account head	G.Vijay Raj		
Paid to	Madhusudhan (Lineman)		
Towards/description of work	Towards Electricity Charges for Lineman for the month of Dec'25		
Location of work	NGH		
Period	From: 01.12.2025	To: 31.12.2025	
Amount in Rs.	500/-		
Amount in words	Five Hundred Rupees Only		
Mode of payment	Cheque/trf no.	Date	Bank
-	-	05.01.26	
Prepared by	Approved by	Receivers name	Receivers signature
sharvani			

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DEBIT VOUCHER			
Company/Firm	MRPLLP		
Project	Nilgiri heights		
Voucher no.	-		
Account head	G.Vijay Raj		
Paid to	Sri Raja Shymala News Paper Agency		
Towards/description of work	Towards Newspaper Bill for the month of Dec'25		
Location of work	NGH		
Period	From: 01.12.2025	To: 31.12.2025	
Amount in Rs.	670/-		
Amount in words	Six Hundred Seventy Rupees Only		
Mode of payment	Cheque/trf no.	Date	Bank
-	-	05.01.26	
Prepared by	Approved by	Receivers name	Receivers signature
sharvani			

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Weekly - Petty cash /expense card statement.

Name	NGH		Statement date	05.01.2026			
Prepared by	G.Vijay Raj		Sign				
From period	01.12.2025		To period	31.12.2025			
SI.No	Debit to company	Debit to project	Description of expense			Amount	Bill enclosed
1.	Modi Realty Pocharam LLP	NGH	Towards Hamali Charges for Unloading of Cement Bags - 200 Bags			2,400/-	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> Y <input type="checkbox"/> N
2.							<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> Y <input type="checkbox"/> N
3.							
4.							
5.							
6.							
7.							
8.							
9.	Total					2,400/-	
Amount to be credited by	<input type="checkbox"/> Transfer to Happy card, <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:							

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DEBIT VOUCHER

Company/Firm	MRPLLP		
Project	Nilgiri Heights		
Voucher no.	-		
Account head	G.Vijay Raj		
Paid to	Gynashyam Goud (Hamali Person)		
Towards/description of work	Towards Hamali Charges for Unloading of Cement Bags - 200 Bags		
Location of work	NGH		
Period	From: 01.12.2025	To: 31.12.2025	
Amount in Rs.	2,400/-		
Amount in words	Two Thousand Four Hundred Rupees Only		
Mode of payment	Cheque/trf no.	Date	Bank
Cash	-	05.01.26	
Prepared by	Approved by	Receivers name	Receivers signature
Vijay Raj			

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Purchase Order

Original

From Company:	Modi Realty Pocharam LLP 5-4-187/3&4, 11nd Floor Soham Mansion M.G.Road Secunderabad, TELANGANA, 500003 GSTNO:36ABIFM1836H1Z7	Delivery Location: Nilgiri Heights Sy.No-27,Pocharam Hyderabad, Telangana, 502300 Vijayraj, 9849497484
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Supplier Details						PO No	20251201034	Quote No	Nil			
						PO Date	01 Dec 2025	Quote Date	01 Dec 2025			
						Supply Type	Purchase Order	Requisition Num	20251201032			
SNo.	Item Name	Qty	Rate	Dis%	Taxable Amount	GST%				Amount		
						IGST%	CGST%	SGST%	IGST AMT	CGST AMT	SGST AMT	
1	CEMTMT4358-Cement-PPC--- 50kg-Bag	200.00	220.83	0%	44,166	0%	9%	9%	0	3,975	3,975	52,116
						Total Amount ...		0	3,975	3,975	52,116	

Rupees in words : Fifty Two Thousands One Hundred And Sixteen Only.

Terms and Conditions:-

Cement brand :
Cement Hamali charges :
Cement quantity :
Cement payment terms:
Tax :
Delivery Date :
Delivery Location :
Transportation Cost :

Brand : KCP
Loading included. Unloading extra @ Rs. 18/- per bag.
Payment shall be made on quantity delivered at site
Nill
Inclusive of GST and all other taxes.
Next day of PO
As per details given above
Nill

Hamali charges

— 200 Bags x 18/-

— 1,400/-

Approval for Cement Hamali Charges at NGH

From: minish . (minish@modiproperties.com)
To: vijay@modiproperties.com
Date: Monday, January 5, 2026 at 03:23 PM GMT+5:30

Approved.

Regards,
Minish.

[Yahoo Mail: Search, organise, conquer](#)

On Mon, 5 Jan 2026 at 15:21, Vijay Raj
<vijay@modiproperties.com> wrote:

Dear Minish,

At NGH, for unloading of cement Hamali Persons are asking Rs 12/- per Bag instead of Rs 6/- per Bag as they have to Lift the cement from Truck one time , dumping in MS drum and then lifting for second time and dumping in Cement Store.

Please give approval for Cement Hamali Charges for Rs12/-

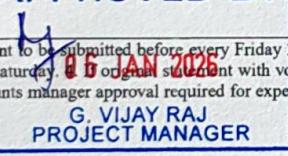
200 Bags x Rs12/- = Rs. 2,400/-

Regards,

G. Vijay Raj
Project Manager | +91 98494 97484 | vijay@modiproperties.com
Affordable Luxury Homes!
World Class Lifesciences Parks!
Hyderabad! Genome Valley! Telangana! Vizag.
Modi Properties Pvt. Ltd. | www.modiproperties.com
5-4-187/ 3 & 4, M G Road, Sec'bad - 03 | +91 80690 45551.



Weekly - Petty cash /expense card statement.

Name		NGH		Statement date	05.01.2026			
Prepared by		G.Vijay Raj		Sign				
From period		01.12.2025		To period	31.12.2025			
SI.No	Debit to company	Debit to project	Description of expense				Amount	Bill enclosed
1.	Modi Realty Pocharam LLP	NGH	Towards Purchasing of Acid for Cleaning of WC in A 608, A 507				90/-	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> Y <input type="checkbox"/> N
2.	Modi Realty Pocharam LLP	NGH	Towards Purchasing of Insulation Tape and Kacha Tape for Inserting of North borewell after repairing				280/-	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> Y <input type="checkbox"/> N
3.	Modi Realty Pocharam LLP	NGH	Towards Purchasing of Teflon Tap and Waist pipe for fixing of kitchen sink taps & Outlet pipe in A 208,908,408				300/-	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> Y <input type="checkbox"/> N
4.	Modi Realty Pocharam LLP	NGH	Towards purchasing of GI Union for fixing of Borewell to HDPE Pipe				180/-	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> Y <input type="checkbox"/> N
5.	Modi Realty Pocharam LLP	NGH	Towards Purchasing of Insulation tape , kacha tape, and Acid for Sump and Septic tank cleaning				400/-	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> Y <input type="checkbox"/> N
6.	Modi Realty Pocharam LLP	NGH	Towards Purchasing of Wooden piece,screws and Fevicol Glue for fixing to Internal doors near Locks to avoid cracks				1805/-	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> Y <input type="checkbox"/> N
7.	Total						3,055/-	
Amount to be credited by		<input type="checkbox"/> Transfer to Haapay card, <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  G. VIJAY RAJ PROJECT MANAGER						

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G. VIJAY RAJ
 PROJECT MANAGER

DEBIT VOUCHER			
Company/Firm	MRPLLP		
Project	Nilgiri heights		
Voucher no.	-		
Account head	G.Vijay Raj		
Paid to	Laxmi Electrical and Hardware		
Towards/description of work	Towards Purchasing of Hand Gloves for Concreting of Columns in Block B		
Location of work	NGH		
Period	From: 01.11.2025	To: 31.12.2025	
Amount in Rs.	90/-		
Amount in words	Ninety Rupees Only		
Mode of payment	Cheque/trf no.	Date	Bank
-	-	05.01.26	
Prepared by	Approved by	Receivers name	Receivers signature
sharvani			

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DELIVERY CHALLAN

S. LAXMI HARDWARE ELECTRICALS
PAINTS & SANITARY

No. 6, Main Road, Jodimetla, Ghatkesar, Ranga Reddy Dist. Telangana-501 301.

No. 0052

Date :

5/12/25

Name

modi Rekaly. pocharam(11P).

S. No.	PARTICULARS	Qty.	Rate	AMOUNT Rs. Ps.
①	Aciale -	3lt	30	90=0

INWARD	
Inward No:	474
MRN No:	Dt: 05/12/25
Received By:	Sign <i>[Signature]</i>
NILGIRI HEIGHTS	

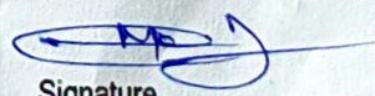
G.R.N. No. : SAR/0237/7458

Total 90

Goods once sold will not be taken back.

For Laxmi Hardware Electricals Paints & Sanitary

Receiver's Signature

Signature 

THE LUMINARIES
OF THE
LUMINARIES
OF THE
LUMINARIES

DEBIT VOUCHER			
Company/Firm	MRPLLP		
Project	Nilgiri heights		
Voucher no.	-		
Account head	G.Vijay Raj		
Paid to	Laxmi Electrical and Hardware		
Towards/description of work	Towards Purchasing of Insulation Tape and Kacha Tape for Inserting of North borewell after repairing		
Location of work	NGH		
Period	From: 01.11.2025	To: 31.12.2025	
Amount in Rs.	280/-		
Amount in words	Two Hundred and Eighty Rupees Only		
Mode of payment	Cheque/trf no.	Date	Bank
-	-	05.01.26	
Prepared by	Approved by	Receivers name	Receivers signature
sharvani			

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DELIVERY CHALLAN
M/s. LAXMI HARDWARE ELECTRICALS
PAINTS & SANITARY

Plot No. 6, Main Road, Jodimetla, Ghatkesar, Ranga Reddy Dist. Telangana-501 301.

No. 0065

Date : 2011-12-25

Name _____

Mod' Realty Pocheray

S. No.	PARTICULARS	Qty.	Rate	AMOUNT Rs. Ps.
1	Insulation, Twp -	20	17	200
2	Kachhi, Twp -	4	20	80
INWARD				
Inward No:	479	Dt:	22/12/20	
MRN No:		Dt:		
Received By:		Sign	<i>[Signature]</i>	
NILGIRI HEIGHTS				
				Total 280

Goods once sold will not be taken back.

For Laxmi Hardware Electricals Paints & Sanitary

Receiver's Signature

Signature



DEBIT VOUCHER

Company/Firm	MRPLLP		
Project	Nilgiri heights		
Voucher no.	-		
Account head	G.Vijay Raj		
Paid to	Laxmi Electrical and Hardware		
Towards/description of work	Towards Purchasing of Teflon Tap and Waist pipe for fixing of kitchen sink taps & Outlet pipe in A 208,908,408		
Location of work	NGH		
Period	From: 01.11.2025	To: 31.12.2025	
Amount in Rs.	300/-		
Amount in words	Three Hundred Rupees Only		
Mode of payment	Cheque/trf no.	Date	Bank
-	-	05.01.26	
Prepared by	Approved by	Receivers name	Receivers signature
sharvani			

Notes:1. Print full sheet. 2. To be used for all minor maintenance works. 3. Details of labour, hire charges , material may be printed/written overleaf. 4. Project may differ from location of work.



DELIVERY CHALLAN

M/s. LAXMI HARDWARE ELECTRICALS PAINTS & SANITARY

No. 6, Main Road, Jodimetla, Ghatkesar, Ranga Reddy Dist. Telangana-501 301.

No. 0077

Date: 25/12/25

Name modi Reality pocharam.

S. No.	PARTICULARS	Qty.	Rate	AMOUNT Rs. Ps.
11	Rehone Tup -	10	20/-	200
12	West Pipe -	20/-	50	100
INWARD				
Inward No:	481	Dt:	25/12/20	
MRN No:		Dt:		
Received By:		Sign	<i>[Signature]</i>	
NILGIRI HEIGHTS				
G.R.N. No. : SAR/0237/7458				Total <i>300</i>

Goods once sold will not be taken back.

For Laxmi Hardware Electricals Paints & Sanitary

Receiver's Signature

Signature



INDUSTRIAL
M. S. LAXMI HARDWARE ELECTRICALS
PAINTS & SANITARY



THIN HEAD SEAL TAPE
12mm x 45yds

DEBIT VOUCHER			
Company/Firm	MRPLLP		
Project	Nilgiri heights		
Voucher no.	-		
Account head	G.Vijay Raj		
Paid to	Laxmi Electrical and Hardware		
Towards/description of work	Towards purchasing of GI Union for fixing of Borewell to HDPE Pipe		
Location of work	NGH		
Period	From: 01.11.2025	To: 31.12.2025	
Amount in Rs.	180/-		
Amount in words	One Hundred and Eighty Rupees Only		
Mode of payment	Cheque/trf no.	Date	Bank
-	-	05.01.26	
Prepared by	Approved by	Receivers name	Receivers signature
sharvani			

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DELIVERY CHALLAN
L/S. LAXMI HARDWARE ELECTRICALS
PAINTS & SANITARY

6, Main Road, Jodimetla, Ghatkesar, Ranga Reddy Dist. Telangana-501 301.

NO. 0074

Date :

25/12/25

Name

modi Realesty pocharam, T.P.

S. No.	PARTICULARS	Qty.	Rate	AMOUNT Rs. Ps.
①	1k' GI. Unnur.	①	180	180/-
				1



G.R.N. No. : SAR/0237/7458

Total 180

Goods once sold will not be taken back.

For Laxmi Hardware Electricals Paints & Sanitary

Receiver's Signature

Ma
Signature



DELIVERY CHALLAN

**M/S. LAXMI HARDWARE ELECTRICALS
PAINTS & SANITARY**

Plot No. 8, Main Road, Jeedimetla, Guntur, Ravinder Reddy Dist. Telangana-501 301.

卷之三

Date

25/12/05

modi *Penatul* *pechumani*. Tip. Date _____

DEBIT VOUCHER			
Company/Firm	MRPLLP		
Project	Nilgiri heights		
Voucher no.	-		
Account head	G.Vijay Raj		
Paid to	Laxmi Electrical and Hardware		
Towards/description of work	Towards Purchasing of Insulation tape , kacha tape, and Acid for Sump and Septic tank cleaning		
Location of work	NGH		
Period	From: 01.11.2025	To: 31.12.2025	
Amount in Rs.	400/-		
Amount in words	Four Hundred Rupees Only		
Mode of payment	Cheque/trf no.	Date	Bank
-	-	05.01.26	
Prepared by	Approved by	Receivers name	Receivers signature
sharvani			

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DELIVERY CHALLAN
S. LAXMI HARDWARE ELECTRICALS
PAINTS & SANITARY

No. 6, Main Road, Jodimetla, Ghatkesar, Ranga Reddy Dist. Telangana-501 301.

Date : 30/12/20

No. 0095

Modi realty pocharam

S. No.	PARTICULARS	Qty.	Rate	AMOUNT	
				Rs.	Ps.
①	Insulation Tap , 180x	20m 4	20 20	200 80	
②	Iachi Tap -				
③	Acide -	4	30	120	

INWARD		
Inward No:	484	Dt: <u>30/12/20</u>
MRN No:		
Received By:		<i>b</i>
NILGIRI HEIGHTS		

G.R.N. No. : SAR/0237/7458

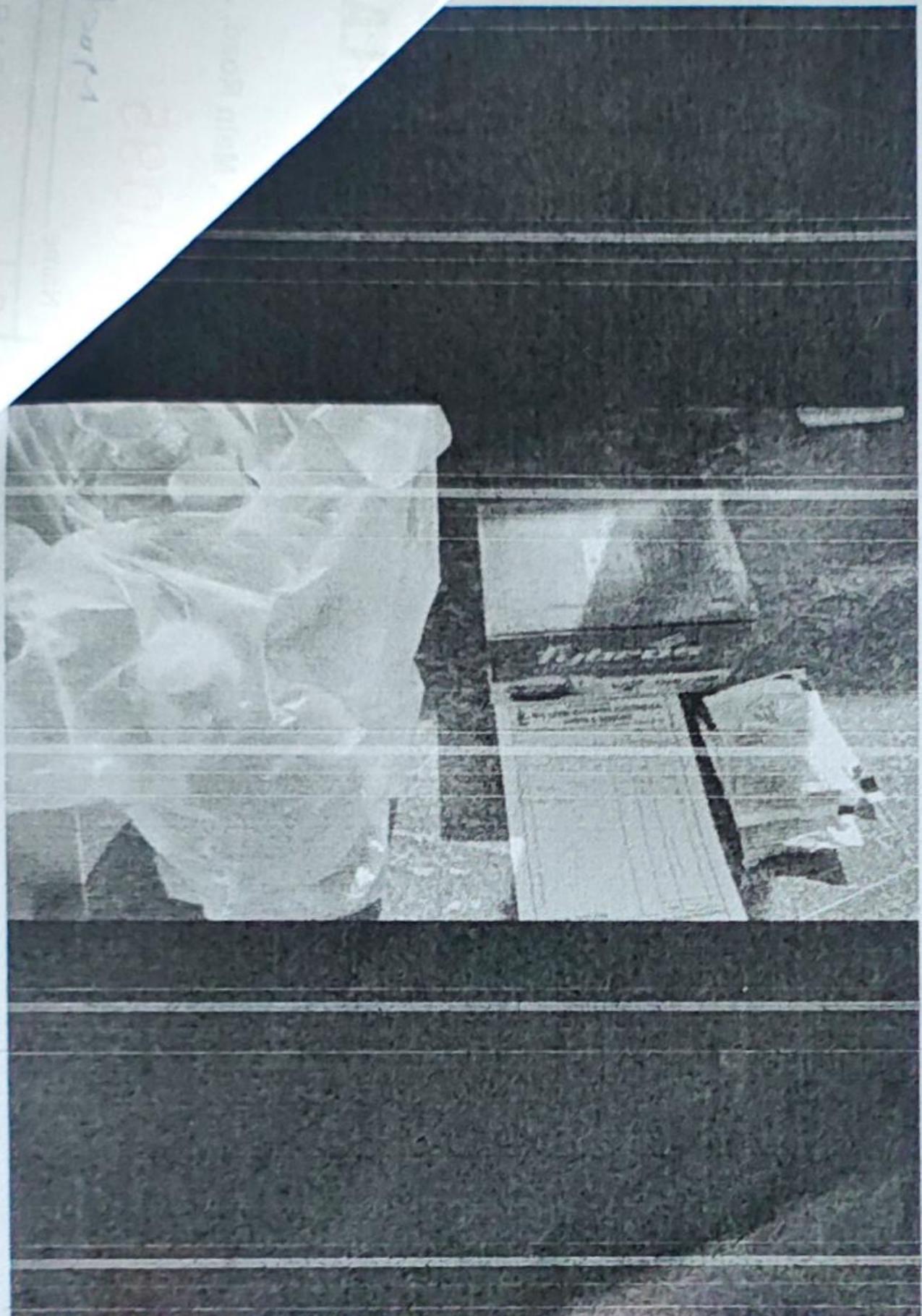
Total 400

Goods once sold will not be taken back.

For Laxmi Hardware Electricals Paints & Sanitary

Receiver's Signature

[Signature]



DEBIT VOUCHER

Company/Firm	MRPLLP		
Project	Nilgiri heights		
Voucher no.	-		
Account head	G.Vijay Raj		
Paid to	Tirupati Plywood and Hardware		
Towards/description of work	Towards Purchasing of Wooden piece,screws and Fevicol Glue for fixing to Internal doors near Locks to avoid cracks		
Location of work	NGH		
Period	From: 01.11.2025	To: 31.12.2025	
Amount in Rs.	1805/-		
Amount in words	One Thousand Eight Hundred and Five Rupees Only		
Mode of payment	Cheque/trf no.	Date	Bank
-	-	05.01.26	
Prepared by	Approved by	Receivers name	Receivers signature
sharvani			

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KRUPATI PLYWOOD & HARDWARE

5-233, Krishna Nagar Colony, NFC Road, Moula-Ali, Hyderabad - 500 040.
GSTIN : 36ASHPC7600B2ZB

No. 7169

Date : 20/11/2025

To,
M/s. Modi Reality Pacharan

Party GSTIN

Note : Goods once sold will not be taken back or exchanged.

Customer Signature

Sohon IAP
Signature

