Weekly - Petty cash /expense card statement.

Name	G Murali Mohan	Statement date	14/1/26
Prepared by	G Murali	Sign	G Murali
From period		To period	

Sl No	Debit to company	Debit to project	Description of expense	Amount	Bill enclosed	GST bill
1.	Modi Grv.	Ventures LLP	Vivopolis Brokers Conv,	4484	Y N	Y N
2.					Y N	Y N
3.					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.	Total			4484		

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

Approved by:	Div. Manager	Accountant	Accounts Manager	MD
Sign:				
Date:				

APPROVED BY
14 JAN 2026
PRASAD
MANAGER PROMOTION

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	Modi GV Ventures LLP		
Project			
Voucher No.			
Account head			
Paid to	Leomind Creatives		
Towards/description of work	Digital Printing VivoPolis Brochure 50 No, 12 Pages front Back		
Location of work			
Amount in Rs.	4484/-		
Amount in words	Four Thousand Four Hundred Eighty four.		
Mode of payment			
	Cheque/trf No.	Date 14/1/26	Bank
Prepared by	Approved by	Receivers Name	Receivers Signature
Yrwm	APPROVED BY 14 JAN 2026 E. PRASAD MANAGER PROMOTION		

Leomind Creatives

#2-2-647/227/3, Street No.II, Central Excise Colony,
Lane Behind Divyanjali High School, Bagh Amberpet,
HYDERABAD - 500 013. Telangana State, India.
Phone: +91 40 3587 5843, Mobile: 905 905 0993
E-mail: leomindcreatives@gmail.com

GSTIN: 36DDCPG9552D1ZM
PAN: DDCPG9552D

TAX INVOICE

To,
Modi GV Ventures LLP
5-4-187/3&4, IInd Floor, Soham Mansion, M.G Road,
Hyderabad, Telangana - 500003.

GSTIN No. : 36ABUFM6980A1ZU

INVOICE No.	LMC/2025-26/065
DATE	13-01-2026
P. O./ Order No.	0065/2K25-26
DATE	09-01-2026

S.No.	DESCRIPTION	HSN/SAC	QTY.	RATE (INR)	TOTAL (INR)
1.	Towards the Printing & Supply of Vivopolis Brochure (12 Pages) Front & Back Multicolour Digital Printing with Pinning and Cutting	998912	50	76.00	3,800.00

E.&O.E

TOTAL AMOUNT	3,800.00
CGST @ 9%	342.00
SGST @ 9%	342.00
IGST @ -	-
GRAND TOTAL (INR)	4,484.00

Grand Total (INR in words)

Four Thousand Four Hundred Eighty Four Only.

I hear by certify that this invoice shows the actual price of Creatives / Printing / Digital / Electronic / In & Outdoor media advertising promotional described, that no other invoice has been issued, and that all particulars are true and correct.

Payment Options :

Payment should be made by DD / Cheque in favour of "LEOMIND CREATIVES" or Online Transfer

- Account No : 59059050999
  Bank Name & Branch : IDFC FIRST Bank, Himayatnagar Branch, Hyderabad.
  IFSC Code : IDFB0080221

Terms & Conditions :

1. Complaints / Clarifications will not be entertained after 7 days of delivery.
2. Interest @ 24% p.a. is charged on unrealised payments.
3. All disputes subject to Hyderabad Jurisdiction only.

LEOMIND CREATIVES

For Leomind Creatives

Authorised Signatory

THANK YOU FOR YOUR BUSINESS!