Weekly - Petty cash /expense card statement.

Name	K Suneel Kumar	Statement date	23-01-2026 Card No.4629 5254 2716 5724
Prepared by	K Suneel Kumar	Sign	
From period	16-01-2026	To period	22-01-2026

Sl No	Debit to company	Debit to project	Description of expense	Amount	Bill enclosed	GST bill
1.	MHTR	MHTR	Kaspersky for 1 yr purchased	3650	☐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.					☐Y ☐N	☐Y ☐N
11.	Total			**3650**		

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 receipted 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 amazon.in

Tax Invoice/Bill of Supply/Cash Memo
(Original for Recipient)

Sold By :
Arham World
*

366, 2nd Floor, Ahmed Mansion, Lamington Road,, Corner of Chunam Lane, Above Standard Radio,
Mumbai, MAHARASHTRA, 400007
IN

PAN No: AAFPZ1774R
GST Registration No: 27AAFPZ1774R1ZN

Billing Address :
Modi Housing Private Limited
Soham Mansion, 5 4 187 3 and 4, 2nd floor, M G Road, Hyderabad
SECUNDERABAD, TG, 500003
IN
GST Registration No: 36AADCM5906D2ZO
State/UT Code: 36

Shipping Address :
Modi Housing Private Limited
Modi Housing Pvt Ltd
Soham Mansion, 5 4 187 3 and 4, 2nd floor, M G Road, Hyderabad
SECUNDERABAD, TG, 500003
IN
State/UT Code: 36
GST Registration No: 36AADCM5906D2ZO
Place of supply: TG
Place of delivery: TG

Order Number: 402-0931048-5196342
Order Date: 12.01.2026

Invoice Number : IN-160852
Invoice Details : MH-150781501-2526
Invoice Date : 12.01.2026

Sl. No	Description	Unit Price	Qty	Net Amount	Tax Rate	Tax Type	Tax Amount	Total Amount
1	Kaspersky Small Office Security Standard Latest Version | 5 Devices, 5 Mobiles, 1 Server | 1 Year | Email Delivery in 1 Hour | B073VL476Y (Ksos_5d_v4)	₹3,093.22	1	₹3,093.22	18%	IGST	₹556.78	₹3,650.00
TOTAL:							₹556.78	₹3,650.00

Amount in Words:
Three Thousand Six Hundred Fifty only

For Arham World:

C. K. Zaegha

Authorized Signatory

Whether tax is payable under reverse charge - No

INWARD
Inward No: 401 Dt: 10/1/26
MRN No: Dt:
Received By:
MODI PR

*ASSPL-Amazon Seller Services Pvt. Ltd., ARIPL-Amazon Retail India Pvt. Ltd. (only where Amazon Retail India Pvt. Ltd. fulfillment center is co-located)

Please note that this invoice is not a demand for payment