Weekly - Petty cash /expense card statement.

Name	G. MURALI MOHAN	Statement date	5/2/26
Prepared by	Murali	Sign	Murali
From period		To period	

Sl No	Debit to company	Debit to project	Description of expense	Amount	Bill enclosed	GST bill
1.	MODI REALTY	Genome Valley UP	SAKSHI CLASSIFIED PAPER AD	2961	Y N	Y N
2.	"	"	BIG PAPER INSERTS at Jamica ECIL	1500	Y N	Y N
3.			Neredmet 6/2/26 & 8/2/26		Y N	Y N
4.	"	"	Bamboo Kapranagar Flowerboy,	1200	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					

Amount to be credited by	Transfer to Happy card, Other:	Transfer to expense card,	Cash reimbursement,	Transfer to personal a/c.
Approved by:	Div. Manager	Accountant	Accounts Manager	MD
Sign:				
Date:				

APPROVED BY
05 FEB 2026
E. PRASAD
MANAGER PROMOTION

Notes: 1. Scanned copy of this statement to be submitted before every Friday noon. 2. Original vouchers to be attached to this statement and send to respective accountant by Monday. 3. Accountants to make payment as weighted 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 Reality Gnome Valley UP		
Project	BGN		
Voucher No.			
Account head			
Paid to	NANDINI ADS		
Towards/description of work	SAKSHI CLASSIFIED PAPER AD 13/2/26 & 15/2/26		
Location of work			
Amount in Rs.	2961/-		
Amount in words	Two thousand Nine Hundred Sixty one only.		
Mode of payment			
	Cheque/trf No.	Date 5/2/26	Bank
Prepared by	Approved by	Receivers Name	Receivers Signature
[signature]			

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DEBIT VOUCHER			
Company/Firm	Modi Reality Genome Valley LLP		
Project	BVGV		
Voucher No.			
Account head			
Paid to	PAPER Inserts		
Towards/description of work	ECIL 7/2/26 & Nerdmet 8/2/26 15000 No, BVGV PAPER Inserts Done at Tarnaka 6/2/26 &		
Location of work			
Amount in Rs.	1500/-		
Amount in words	One thousand five Hundred only		
Mode of payment			
	Cheque/trf No.	Date 5/2/26	Bank
Prepared by	Approved by	Receivers Name	Receivers Signature
[signature]	[signature]		

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DEBIT VOUCHER

Company/Firm	Modi Reality Genome valley LLP		
Project	BRSN		
Voucher No.			
Account head			
Paid to	Bamboo Sticks		
Towards/description of work	'30+15' Gnio, Bamboo Sticks Karimnagar Hoarding works		
Location of work			
Amount in Rs.	1200/-		
Amount in words	One Thousand Two Hundred only		
Mode of payment			
	Cheque/trf No.	Date 5/2/26	Bank
Prepared by	Approved by	Receivers Name	Receivers Signature
[signature]	[signature]		

APPROVED BY
05 FEB 2026
E. PRASAD
MANAGER PROMOTION