

Weekly - Petty cash / expense card statement.

Name	PREVEEN PATHAK		Statement date	17-02-2020		
Prepared by	PREVEEN PATHAK		Sign	<i>[Signature]</i>		
From period	13-02-20		To period	15-02-20.		
Sl No	Debit to company	Debit to project	Description of expense	Amount	Bill enclosed	GST bill
1.	SILVER DAK RENEW	SDV	PAPER INSERT	5,500/-	Y N	Y N
2.	- DD -	SDV	FUEL EXPENCES.	1312/-	Y N	Y N
3.	- DD -	SDV	HDIH EXPENCES	2000/-	Y N	Y N
4.	- DD -	SDV	TOLL CHARGES	240/-	Y N	Y N
5.	- DD -	SDV	DAILY EXPENCES	1000/-	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			10,052/-	Y N	Y N
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	<i>[Signature]</i>	Accountant	Accounts Manager	MD	
Sign:						
Date:						

Notes: 1. Scanned copy of this statement to be submitted before every Friday pm. 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. MD's approval is required for expenses of over 10,000/- per week.

Above amount Rs. 10,052/- to be divided as

① Govt :- Rs. 5026/-

② MPL :- Rs. 1675/-

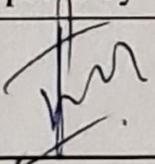
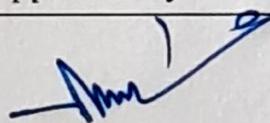
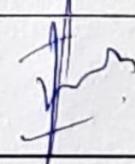
③ RGS :- Rs. 1676/-

④ GMR :- Rs. 1676/-

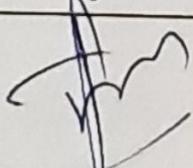
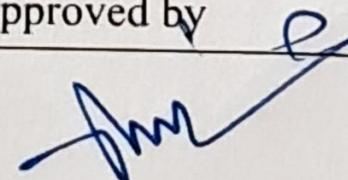
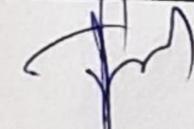
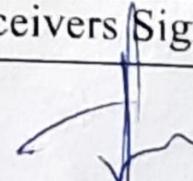
Total = 10,052/-

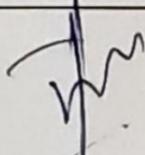
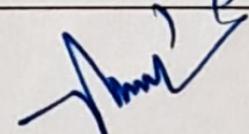
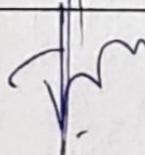
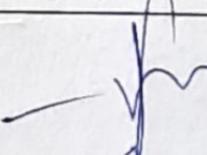
[Signature]
19/2/20

DEBIT VOUCHER

Company/Firm	SILVER OAK REALTY LLP		
Project	SDV		
Voucher No.			
Account head			
Paid to	PRAVEEN PATHAN.		
Towards/description of work	PAPER INSERTS DONE AT BHONGIY/ALAIR (10,000 x 0.55)		
Location of work	BHONGIY/ALAIR (10000 x 0.55 PL)		
Amount in Rs.	FIVE THOUSAND & FIVE HUNDRED ONLY		
Amount in words	₹ 5500/-		
Mode of payment			
	Cheque/trf No.	Date	Bank
Prepared by	Approved by	Receivers Name	Receivers Signature
		PAI	

DEBIT VOUCHER

Company/Firm	SILVER OAK REALTY LLP		
Project	SDV		
Voucher No.			
Account head			
Paid to	PRAVEEN PATHAN.		
Towards/description of work	HOTEL EXPENCES		
Location of work	BHONGSIY/ALAIR.		
Amount in Rs.	2000/-		
Amount in words	TWO THOUSAND ONLY		
Mode of payment			
	Cheque/trf No.	Date	Bank
Prepared by	Approved by	Receivers Name	Receivers Signature
			

Project	SDV		
Voucher No.			
Account head			
Paid to	PRAVEEN PATHAN.		
Towards/description of work	TOLL GATE CHARGES.		
Location of work	BHONGIR/ALAIR		
Amount in Rs.	240/-		
Amount in words	TWO HUNDRED & FORTY ONLY		
Mode of payment			
	Cheque/trf No.	Date	Bank
Prepared by	Approved by	Receivers Name	Receivers Signature
			



Customer Details			
Statement Date	17-02-2026 07:14	Customer ID	1954711
Corporate / Customer Name	MODI REALTY	Statement Period selected by customer	Feb 01, 2026 to Feb 16, 2026
Mobile Number	XXXXXX7247	Number of Vehicles	1
Contact Name and Address	MODI REALTY	GST IN Number of Corporate	NA
Master Account Details	NA	GSTIN Number of Kotak	NA
Master Account Opening Balance	NA	Master Account Closing Balance	NA
Wallet Opening Balance	453	Wallet Closing Balance	163
Security Balance			50

Vehicle Summary				
Barcode Number	Tag ID	Vehicle Number	Group Name	Trip Count
607469-005-0643813	34161FA8203289DA0A5G7T06	TS10FC0414	UNMAPPED GROUP	4
				Total 240.00

Transaction Details				
Date & Time	Unique Transaction ID	Plaza Code	Transaction Description	Debit Amt
15-02-2026 07:46	8197529994	045001	Plaza Name: Guduru Toll Plaza	120.00
13-02-2026 20:06	8196637810	045001	Plaza Name: Guduru Toll Plaza	120.00

Wallet Loading details			
Transaction Reference Number	Description	Amount	Amount

DEBIT VOUCHER

Company/Firm	SILVER OAK REALTY LLP.		
Project	SDV.		
Voucher No.			
Account head			
Paid to	PRAVEEN PATIL		
Towards/description of work	DAILY EXPENCES.		
Location of work	BHONGSIY / ALAIR.		
Amount in Rs.	1000/-		
Amount in words	ONE THOUSAND ONLY.		
Mode of payment			
	Cheque/trf No.	Date	Bank
Prepared by	Approved by	Receivers Name	Receivers Signature
