

Weekly - Petty cash / expense card statement

Name	Statement date	Sign	To period	Description of expense	Amount	Bill enclosed	GST bill
Prepared by: T. Schenkman	24/2/26		24/2/26				
From period: 24/2/26							
SI No	Debit to company	Debit to project					
1	WHTR	WHTR		Purchase of Staples	5000	✓	
2				gels			
3							
4							
5							
6							
7							
8							
9							

Amount to be credited by: Transfer to Happy card, Transfer to expense card, Cash reimbursement, Transfer to personal a/c. 5000 /

Approved by: **APPROVED BY** (Signature) M.D.

Sign: 2431MAN20266

Date: 26 FEB 2026

Notes: 1. Scanned copy of this statement on Saturday 24/2/26. 2. Original vouchers to be attached to this statement and sent to Accounts by Monday 3. Accountants to make payment on receipt of scanned statement on Saturday 24/2/26. 4. Original statement with vouchers of last week as not received worldwide further payment. 5. Accounts Manager and Accounts Manager required for expenses of over 2,000/- per week. Will be approved as required for expenses of over 2,000/- per week.

24/2/26

DEBIT VOUCHER

Modi Housing Pvt Ltd. Hoarding

Voucher No. _____

A/c. _____

Date: 24/2/26

		Rs.	Ps.
Paid to	Gelco technocrate co.		
towards	Purchase at gelco stores	5000	00
Rupees	Five thousand		
Paid by	Cheque No. _____ Dated _____ Drawn on Bank _____	5000	00
	Cash ✓		

Prepared by

[Signature]
24/02/26

APPROVED BY
24 JAN 2026
Approved by
B. PRAVEEN
PURCHASE MANAGER

Receiver's Signature

[Signature]

TAX INVOICE

(ORIGINAL FOR RECIPIENT)

Gelco Technocrats Co.
 Shop No. 110, H.No. 4-3-104 to 108/17,
 Anjalah Complex, Hill Street, Old Bhoinguda,
 Ranigunj, Secunderabad,
 040-66489910, 9885931901
 GSTIN/UIN: 36ACRPP9141N1ZP
 State Name : Telangana, Code : 36
 E-Mail : gelcotechnocrats@gmail.com
 Consignee (Ship to)

Modi Housing Pvt Ltd Trading
 Sec Bad
 GSTIN/UIN : 36AADCM5906D2ZO
 State Name : Telangana, Code : 36

Contact : 04066335551
 Buyer (Bill to)

Modi Housing Pvt Ltd Trading
 Sec Bad
 GSTIN/UIN : 36AADCM5906D2ZO
 State Name : Telangana, Code : 36

Contact : 04066335551

Invoice No. **2137/2025-26**
 Dated **20-Feb-26**
 Delivery Note
 Mode/Terms of Payment
 Reference No. & Date.
 Other References
 Buyer's Order No.
 Dated
 Dispatch Doc No.
 Delivery Note Date
 Dispatched through
 Destination
 Terms of Delivery

SI No.	Description of Goods	HSN/SAC	Quantity	Rate	per	Disc. %	Amount
1	DCP7201D WL 4-20 A 120/150+50	85369010	1 No.	4,237.00	No.		4,237.00
							SGST OUT PUT
							381.33
							CGST OUT PUT
							381.33
							ROUND OFF
							0.34

INWARD	
Inward No: 1624	Dr: 24/2/26
MRN No:	Dr:
Received By:	Sign: <i>Sy</i>
MHPL-GV	

Total 1 No. ₹ 5,000.00
 E. & O.E

Amount Chargeable (in words)
INR Five Thousand Only

HSN/SAC	Taxable Value	CGST		SGST/UTGST		Total Tax Amount
		Rate	Amount	Rate	Amount	
85369010	4,237.00	9%	381.33	9%	381.33	762.66
Total	4,237.00		381.33		381.33	762.66

Tax Amount (in words) : **INR Seven Hundred Sixty Two and Sixty Six paise Only**

Company's Bank Details
 A/c Holder's Name : Gelco Technocrats Co.
 Bank Name : HDFC BANK LTD
 A/c No. : 00422020001438
 Branch & IFS Code : PARADISE CIRCLE, SECUNDERABAD, HDFC0002
 for Gelco Technocrats Co.

Company's CST No. : 36710095166

Declaration
 We declare that this invoice shows the actual price of the goods described and that all particulars are true and correct.

SUBJECT TO SECUNDERABAD JURISDICTION

This is a Computer Generated Invoice

