

OUTWARD - GATE PASS

No.: 13667

Date :	9/5/20	Time :	10:00
Company :	Summit Silver Oak Hills LP		
Project/site :	SOV Phase 1, Chertopilly		
Destination :	Head office		
Outward No. :	Vehicle type	Vehicle No	Owner / Person
10952	Jayco	1510408387	P. Manick / P. R.
	Material Description	Quantity	Units
1.	Table frames 5'6" x 2'4"	05	nos
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			
	Total	05	nos
Purpose	☐ Return to Supplier ☒ Transfer to other site ☐ For repair/service ☐ Transfer for other phase ☐ On loan to be returned ☐ Others :		
Charges :	☒ No Charge ☐ Collect Full Value ☐ Used/Old Material-Collected 60% value ☐ No charge material shall be reimbursed by fresh PO ☐ Other :		
Material type	☐ Used ☒ New ☐ Defective ☐ Other :		
Remarks :	M/V will be sent to H.O. for site use purpose only		
Approved by :	Sr. Engg.	Admin In-charge	Security
Sign.		B. Manick	
Received on	Inward No.	Admin sign:	Security sign.

Note : 1. In case of long list attach a separate signed list 2. Approx rate & amount to be filled by purchase. 3. Original (white copy) to be sent with material to recipient site. Recipient must sign it and send it to the HO 4. Pink copy to be sent to HO-Purchase division. 5. In units enter nos, kgs, sft, rft, etc. 6. Project manager / Sr. Engg and Admin in-charge from the issuing site must sign the gate pass.

OUTWARD - GATE PASS

No.: 1451

Date:	15/5/20	Time:	10:30
Company:	Silver Oak Hill WLP		
Project/site:	SOP Phase 12 Chertopally		
Destination:	Willa orchard WLP		
Outward No.:	10953	Vehicle type	7040
		Vehicle No	TS1048387
		Vehicle driver	madhu.
	Material Description	Quantity	Units
1.	Compaction machine	01	nos.
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			
	Total	01	NOS
Charges/refund	Purpose for transfer	Other details (to be filled by Admin - audit)	
☒ No charge	☐ Return to supplier for exchange	☐ Material received by inward no. _____ & date _____.	
☐ For refund from supplier	☐ Return to supplier for refund	Details of credit note from supplier - date _____ & Amount Rs. _____/-	
☐ Transfer to other site/project	☒ On loan to be returned	Return of material - inward no. _____ & date _____	
☐ Transfer to other site/project	Cost of material to be collected: ☐ Collect 100% cost - new material ☐ Collect 60% cost - old material ☐ No charges to be collected - value deemed to be nil.	GST bills to be raised ☐ Yes ☒ No GST bill no. _____, Amount _____, date _____	
☐ Transfer to another phase of firm/company/project	☐ No charges to be collected	NA	
☐ No charge	☐ for repairs & service	☐ Material received by inward no. _____ & date _____	
☐ Other:	Details:	Details:	
Remarks:	This material is sent to roc site for site use & purpose only		
Gate pass approved by:	Project manager	Admin in-charge	Security
Sign:	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>
Received by other site on:	Inward No.	Admin sign:	Security sign.
Approved by	Project accountant	Accounts manager	Admin - Audit
Sign:			MD

Note: 1. In case of long list attach a separate signed list. 2. Approx rate & amount to be filled by site. 3. Original (white copy) to be sent with material to recipient site. Recipient must sign it and send it to Admin - audit. 4. Pink copy to be sent to Admin - audit. 5. In units enter nos, kgs, sft, rft, etc. 6. Project manager / Sr. Engg and Admin in-charge from the issuing site must sign the gate pass. 7. Admin-audit to process gate pass, fill required details, GST bills, etc and send to MD for approval once in a fortnight.

OUTWARD - GATE PASS

No: 1452

Date: 15/5/20 Time: 10:30
 Company: Silver Oak Williams
 Project/site: Gov Phasyp Chiklopaly
 Destination: Genomic Valley
 Outward No.: 189511 Vehicle type: Janyo Vehicle No: AS1008383 Vehicle driver: Mochu

	Material Description	Quantity	Units	Approx. rate	Amount
1.	Work attendance register	02	Nils		
2.	Electrical Consumables register	01	"		
3.	General inward register	02	"		
4.	House charges	01	"		
5.	Building register	01	"		
6.	Rent Record	01	"		
7.	Moment register	01	"		
8.	All in one register	02	"		
9.	Material checklist form	05	"		
10.					

Total

Charges/refund

☒ No charge

☐ For refund from supplier

☐ Transfer to other site/project

☐ Transfer to other site/project

☐ Transfer to another phase of firm/company/project

☐ No charge

Purpose for transfer

☐ Return to supplier for exchange

☐ Return to supplier for refund

☐ On loan to be returned

Cost of material to be collected:

☐ Collect 100% cost - new material

☐ Collect 60% cost - old material

☐ No charges to be collected - value deemed to be nil.

☐ No charges to be collected

☐ for repairs & service

Other details (to be filled by Admin - audit)

☐ Material received by inward no. & date

Details of credit note from supplier - date & Amount Rs.

Return of material - inward no. & date

GST bills to be raised

☐ Yes ☐ No

GST bill no.

Amount

date

NA

☐ Material received by inward no. & date

☐ Material received by inward no. & date

☐ Material received by inward no. & date

☐ Material received by inward no. & date

☐ Material received by inward no. & date

☐ Material received by inward no. & date

☐ Material received by inward no. & date

☐ Material received by inward no. & date

☐ Material received by inward no. & date

☐ Material received by inward no. & date

☐ Material received by inward no. & date

☐ Material received by inward no. & date

☐ Material received by inward no. & date

☐ Material received by inward no. & date

☐ Material received by inward no. & date

☐ Material received by inward no. & date

☐ Material received by inward no. & date

☐ Material received by inward no. & date

☐ Material received by inward no. & date

☐ Other:

Remarks:

Gate pass approved by:

Sign:

Received by other site on:

Approved by

Sign:

Project manager

Inward No.

Project accountant

Accounts manager

Admin in-charge

Admin sign

Admin - Audit

MD

Security

Security sign

Security

Security sign

Security

Security sign

Security

Security sign

Security

Security sign

Note: 1. In case of long list attach a separate signed list. 2. Approx rate & amount to be filled by site. 3. Original (white copy) to be sent with material to project site. Recipient must sign it and send it to Admin - audit. 4. Pink copy to be sent to Admin - audit. 5. In units enter nos, kg, m, etc. 6. Admin - audit to process gate pass, fill required details.

OUTWARD - GATE PASS

No: 1453

Date:	15/5/20	Time:	13:00
Company:	Silver Oak Hills UP		
Project/site:	Gov Phase II, Chhatrapati		
Destination:	MPL Mallapur		
Outward No.:	10955	Vehicle type	Vehicle No
			1510647971
			Krishna Chaudhary
			Approx. rate
			Amount
1.	Printer Machine (HP)	Quantity	Units
2.		01	No
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			
	Total	01	No
Charges/refund	Purpose for transfer	Other details (to be filled by Admin - audit)	
☒ No charge	☐ Return to supplier for exchange	☐ Material received by inward no. _____ & date _____	
☐ For refund from supplier	☐ Return to supplier for refund	Details of credit note from supplier - date _____ & Amount Rs. _____	
☒ Transfer to other site/project	☒ On loan to be returned	Return of material - inward no. _____ & date _____	
☐ Transfer to other site/project	Cost of material to be collected: ☐ Collect 100% cost - new material ☐ Collect 60% cost - old material ☐ No charges to be collected - value deemed to be nil.	GST bills to be raised ☐ Yes ☐ No GST bill no. _____, Amount _____ date _____	
☐ Transfer to another phase of firm/company/project	☐ No charges to be collected	NA	
☐ No charge	☐ for repairs & service	☐ Material received by inward no. _____ & date _____	
☐ Other:	Details:	Details:	
Remarks: Material sent to MPL for site use purpose only			
Gate pass approved by:	Project manager	Admin in-charge	Security
Sign: [Signature]	[Signature]	[Signature]	[Signature]
Received by other site on:	Inward No.	Admin sign:	Security sign.
Approved by	Project accountant	Accounts manager	Admin - Audit
Sign:			MD

Note: 1. In case of long list attach a separate signed list. 2. Approx rate & amount to be filled by site. 3. Original (white copy) to be sent with material to recipient site. Recipient must sign it and send it to Admin - audit. 4. Pink copy to be sent to Admin - audit. 5. In units enter nos, kgs, sft, rft, etc. 6. Project manager / Sr. Engg and Admin in-charge from the issuing site must sign the gate pass. 7. Admin-audit to process gate pass, fill required details.

OUTWARD - GATE PASS

No: 1454

Date: 16/5/20		Time: 7:15	
Company: Suresh Oak Hill 2LP		Project/site: SOV phase 2 Chendur	
Destination: S.V.R. Engineering work		Outward No.: 10956	
Vehicle type: 7MP	Vehicle No: 151006383	Vehicle driver: Natarajan	

	Material Description	Quantity	Units	Approx. rate	Amount
1.	Submersible pump 3 HP	01	No		
2.					
3.					
4.					
5.					
6.					
7.					
8.					
9.					
10.					
Total		01	No		

Charges/refund	Purpose for transfer	Other details (to be filled by Admin - audit)
☐ No charge	☐ Return to supplier for exchange	☐ Material received by inward no. & date
☐ For refund from supplier	☐ Return to supplier for refund	Details of credit note from supplier - date & Amount Rs. /-
☐ Transfer to other site/project	☐ On loan to be returned	Return of material - inward no. & date
☐ Transfer to other site/project	Cost of material to be collected: ☐ Collect 100% cost - new material ☐ Collect 60% cost - old material ☐ No charges to be collected - value deemed to be nil.	GST bills to be raised ☐ Yes ☐ No GST bill no. & date
☐ Transfer to another phase of firm/company/project	☐ No charges to be collected	NA
☐ No charge	☒ for repairs & service	☐ Material received by inward no. & date
☐ Other:	Details:	Details:

Remarks: for repair purpose only

Gate pass approved by: P.M.	Project manager: [Signature]	Admin in charge: [Signature]	Security: [Signature]
Received by other site on:	Inward No.:	Admin sign:	Security sign:
Approved by:	Project accountant:	Accounts manager:	Admin - Audit: MD
Sign:			

Note: 1. In case of long list attach a separate signed list. 2. Approx rate & amount to be filled by site. 3. Original (white copy) to be sent with material to recipient site. Recipient must sign it and send it to Admin - audit. 4. Pink copy to be sent to Admin - audit. 5. In units enter nos, kgs, sft, rft, etc. 6. Project manager / Sr. Engg and Admin in-charge from the issuing site must sign the gate pass. 7. Admin-audit to process gate pass, fill required details, make GST bills, etc and send to MD for approval once in a fortnight.