Weekly - Petty cash /expense card statement.

Name	Md Zakir Hossain	Statement date	31/7/2020
Prepared by	Vijitha	Sign	
From period	18/7/2020	To period	31/7/2020

Sl No	Debit to company	Debit to project	Description of expense	Amount	Bill enclosed	GST bill
1.	MRMLLP	AGH	Siddhartha traders (Purchase of Zinc powder)	375	Y N	Y N
2.	MRMLLP	AGH	Uma mahesh iron company (Purchase of wood screws & blade & pvc)	180	Y N	Y N
3.	MRMLLP	AGH	Sri srinivasa iron & Mill stores (Purchase of Bombay nails)	420	Y N	Y N
4.	MRMLLP	AGH	Sri ram sai auto mobiles (Tyre puncture & Fitting charges)	300	Y N	Y N
5.	MRMLLP	AGH	Gadagoju sanitary ware (Purchase of zinc & brushes & Luppam patties)	1320	Y N	Y N
6.	MRMLLP	AGH	Sri ram sai auto mobiles (Purchase of bolt)	80	Y N	Y N
7.	MRMLLP	AGH	Sri kanakadurga traders (Purchase of nerlac)	260	Y N	Y N
8.	MRMLLP	AGH	Uma mahesh iron company (Purchase of scroos packet &oil)	340	Y N	Y N
			Total	3275/-		

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

Certified by

Asst. Project Manager/Engineer
Modi Realty (Miryalaguda) LLP