

Summit Sales LLP (20-21)

M G Road, Ranigunj

Secunderabad

Journal Register

1-Jun-2020 to 30-Jun-2020

Page 1

Date	Particulars	Vch Type	Vch No.	Debit Amount	Credit Amount
1-6-2020	OE-Communication Services	Journal	JOU/10025	555.00	
1-6-2020	OE-Electricity Supply	Journal	JOU/10026	2,079.00	
1-6-2020	OE-Electricity Supply	Journal	JOU/10027	1,721.00	
1-6-2020	OE-Misc. Expenses-Site	Journal	JOU/10028	1,690.00	
1-6-2020	OE-Misc. Expenses-Site	Journal	JOU/10029	500.00	
3-6-2020	SUP-S.S.Computers	Journal	JOU/10030	25,000.00	
4-6-2020	OE-Security Services	Journal	JOU/10031	27,899.00	
5-6-2020	OE-Misc. Expenses-Site	Journal	JOU/10032	265.00	
5-6-2020	OE-Misc. Expenses-Site	Journal	JOU/10033	200.00	
5-6-2020	OE-Misc. Expenses-Site	Journal	JOU/10034	170.00	
5-6-2020	OE-Misc. Expenses-Site	Journal	JOU/10035	510.00	
5-6-2020	OE-Misc. Expenses-Site	Journal	JOU/10036	266.00	
5-6-2020	OE-Misc. Expenses-Site	Journal	JOU/10037	320.00	
5-6-2020	OIE-Repairs & Maintenance-Equipment	Journal	JOU/10038	905.00	
5-6-2020	OE-Misc. Expenses-Site	Journal	JOU/10039	500.00	
5-6-2020	OIE-Repairs & Maintenance-Equipment	Journal	JOU/10040	85,090.00	
6-6-2020	LSUD-Labour Charges	Journal	JOU/10041	32,343.00	
6-6-2020	OEUD-House Keeping Services	Journal	JOU/10042	10,000.00	
20-6-2020	OIEUD-Rent & Amenity Charges	Journal	JOU/10043	10,000.00	
20-6-2020	OIEUD-Rent & Amenity Charges	Journal	JOU/10044	10,000.00	
20-6-2020	OIEUD-Rent & Amenity Charges	Journal	JOU/10045	6,000.00	
20-6-2020	OIEUD-Rent & Amenity Charges	Journal	JOU/10046	6,000.00	
20-6-2020	OIEUD-Rent & Amenity Charges	Journal	JOU/10047	6,000.00	
20-6-2020	OIEUD-Rent & Amenity Charges	Journal	JOU/10048	6,000.00	
20-6-2020	LSUD-Labour Charges	Journal	JOU/10049	11,400.00	
20-6-2020	Sundry Purchases-URD	Journal	JOU/10050	525.00	
20-6-2020	Sundry Purchases-URD	Journal	JOU/10051	1,089.00	
20-6-2020	Sundry Purchases-URD	Journal	JOU/10052	190.00	
20-6-2020	Sundry Purchases-URD	Journal	JOU/10053	4,750.00	
20-6-2020	Sundry Purchases-URD	Journal	JOU/10054	6,000.00	
20-6-2020	OIEUD-Rent & Amenity Charges	Journal	JOU/10055	6,000.00	
20-6-2020	OIEUD-Rent & Amenity Charges	Journal	JOU/10056	6,000.00	
20-6-2020	OIEUD-Rent & Amenity Charges	Journal	JOU/10057	6,000.00	
20-6-2020	OIEUD-Rent & Amenity Charges	Journal	JOU/10058	6,000.00	
20-6-2020	OIEUD-Rent & Amenity Charges	Journal	JOU/10059	6,000.00	
20-6-2020	OIEUD-Rent & Amenity Charges	Journal	JOU/10060	12,000.00	
20-6-2020	OIEUD-Rent & Amenity Charges	Journal	JOU/10061	12,000.00	
20-6-2020	OIEUD-Rent & Amenity Charges	Journal	JOU/10062	12,000.00	
20-6-2020	OIEUD-Rent & Amenity Charges	Journal	JOU/10063	12,000.00	
20-6-2020	OIEUD-Rent & Amenity Charges	Journal	JOU/10064	12,000.00	
20-6-2020	OIEUD-Rent & Amenity Charges	Journal	JOU/10065	12,000.00	
20-6-2020	OIEUD-Rent & Amenity Charges	Journal	JOU/10066	6,000.00	
20-6-2020	OIEUD-Rent & Amenity Charges	Journal	JOU/10067	6,000.00	
20-6-2020	OIEUD-Rent & Amenity Charges	Journal	JOU/10068	6,000.00	
20-6-2020	OIEUD-Rent & Amenity Charges	Journal	JOU/10069	6,000.00	
20-6-2020	OIEUD-Rent & Amenity Charges	Journal	JOU/10070	6,000.00	
20-6-2020	OIEUD-Rent & Amenity Charges	Journal	JOU/10071	6,000.00	
20-6-2020	OIEUD-Rent & Amenity Charges	Journal	JOU/10072	6,000.00	
20-6-2020	OIEUD-Rent & Amenity Charges	Journal	JOU/10073	6,000.00	
20-6-2020	OIEUD-Rent & Amenity Charges	Journal	JOU/10074	6,000.00	
20-6-2020	OIEUD-Rent & Amenity Charges	Journal	JOU/10075	399.00	
20-6-2020	SUP-Verma Enterprises	Journal	JOU/10076	2,500.00	
20-6-2020	SUP-Cloudtail India Private Limited-29	Journal	JOU/10077	798.00	
20-6-2020	SUP-Verma Enterprises	Journal			

continued ...

Summit Sales LLP (20-21)

Journal Register : 1-Jun-2020 to 30-Jun-2020

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Date	Particulars	Vch Type	Vch No.	Debit Amount	Credit Amount
20-6-2020	SUP-Verma Enterprises	Journal	JOU/10078	399.00	
20-6-2020	SUP-Bindal Textiles	Journal	JOU/10079	6,158.00	
20-6-2020	SUP-Navkarsystems-06	Journal	JOU/10080	3,940.00	
26-6-2020	LSUD-Labour Charges	Journal	JOU/10081	32,814.00	
26-6-2020	LSUD-Labour Charges	Journal	JOU/10082	13,725.00	
26-6-2020	LSUD-Labour Charges	Journal	JOU/10083	1,28,191.00	
27-6-2020	SUP-Noor Timber Overseas	Journal	JOU/10084	1,24,140.86	
27-6-2020	SUP-Cloudtail India Pvt Ltd -36	Journal	JOU/10085	998.00	
27-6-2020	Sup-Pathosindia	Journal	JOU/10086	5,997.00	
27-6-2020	Sup-Pathosindia	Journal	JOU/10087	5,997.00	
27-6-2020	Sup-Pathosindia	Journal	JOU/10088	1,999.00	
27-6-2020	SUP-Hindustan Trading Company	Journal	JOU/10089	12,345.00	
27-6-2020	SUP-Cloudtail India Pvt Ltd -36	Journal	JOU/10090	3,247.00	
27-6-2020	SUP-Appario Retail Pvt Ltd - 36	Journal	JOU/10091	22,892.00	
27-6-2020	SUP-Cloudtail India Pvt Ltd -36	Journal	JOU/10092	1,294.00	
27-6-2020	SUP-Appario Retail Pvt Ltd - 36	Journal	JOU/10093	5,698.00	
27-6-2020	PARTNER-Modi Properties Pvt Ltd	Journal	JOU/10094	8,850.00	
30-6-2020	OIEUD-Rent & Amenity Charges	Journal	JOU/10095	923.00	
30-6-2020	OIEUD-Rent & Amenity Charges	Journal	JOU/10096	923.00	
30-6-2020	OIEUD-Rent & Amenity Charges	Journal	JOU/10097	923.00	
30-6-2020	OEUD-House Keeping Services	Journal	JOU/10098	33,824.00	
30-6-2020	SUP-Wekonnnect Smart I Cards	Journal	JOU/10099	252.00	
30-6-2020	Sup-Pathosindia	Journal	JOU/10100	7,996.00	
30-6-2020	Sup-Pathosindia	Journal	JOU/10101	7,996.00	
30-6-2020	SUP-SSS Traders	Journal	JOU/10102	7,080.00	
30-6-2020	SUP- Jj Mehta and Sons	Journal	JOU/10103	8,495.00	
30-6-2020	SUP-Believe IT Cyber World Solution	Journal	JOU/10104	118.00	
30-6-2020	SUP-Hindustan Trading Company	Journal	JOU/10105	2,854.00	
30-6-2020	OE-Automobile & Hire Charges	Journal	JOU/10106	21,500.00	
30-6-2020	OE-Goods Transportation Charges	Journal	JOU/10107	37,300.00	
30-6-2020	SP-Expert Security Services	Journal	JOU/10108	209.00	
30-6-2020	GST Payable	Journal	JOU/10109	17,19,082.78	
30-6-2020	Output CGST	Journal	JOU/10110	9,44,083.08	

Summit Sales Li (20-21)
M G Road, Rahgunj
Secunderabad
State Name : Telangana, Code : 36

Journal Voucher

Dated : 1-Jun-2020

No. : JOU/10017 10025

Particulars	Dr	Debit	Credit
OE-Telephone Expences To ECARD-HEMENDRA -009783600000550		555.00	555.00
On Account of : Towards Jio recharged dongle No:-9391029235 payment made through hemendra expences card		₹ 555.00	₹ 555.00

Prepared by: lavanya

Approved by

Weekly - Petty cash /expense card statement.

Name		HEMENDRA		Statement date		23.05.2020	
Prepared by		HEMENDRA		Sign			
From period		24.04.2020		To period		23.05.2020	
SI No	Debit to company	Debit to project	Description of expense		Amount	Bill enclosed	GST bill
1.	SSLLP		Electricity apr.2020 3409-10652		75.00	☒ ☐ ☐	☐ ☐ ☐
2.	SSLLP		Electricity apr.2020 3409-10624		76.00	☒ ☐ ☐	☐ ☐ ☐
3.	SSLLP		Electricity apr.2020 3409-10638		426.00	☒ ☐ ☐	☐ ☐ ☐
4.	SSLLP		Electricity apr.2020 3409-10547		75.00	☒ ☐ ☐	☐ ☐ ☐
5.	SSLLP		Electricity apr.2020 3409-10553		75.00	☒ ☐ ☐	☐ ☐ ☐
6.	SSLLP		Electricity apr.2020 3409-10623		76.00	☒ ☐ ☐	☐ ☐ ☐
7.	SSLLP		Electricity apr.2020 3409-10651		76.00	☒ ☐ ☐	☐ ☐ ☐
8.	SSLLP		Electricity apr.2020 3409-10648		75.00	☒ ☐ ☐	☐ ☐ ☐
9.	SSLLP		Electricity apr.2020 3409-10649		75.00	☒ ☐ ☐	☐ ☐ ☐
10.	SSLLP		Electricity apr.2020 3409-10650		692.00	☒ ☐ ☐	☐ ☐ ☐
11.	SSLLP		Part time salary sweeper for march 2020		1690.00	☒ ☐ ☐	☐ ☐ ☐
12.	SSLLP		Janitorial services for march 2020 (bathroom clean)		500.00	☒ ☐ ☐	☐ ☐ ☐
13.	SSLLP		Jio Fi Recharge dongle 9391029235		555.00	☒ ☐ ☐	☐ ☐ ☐
Total		4466.00		4466.00			

Amount to be credited by ☐ Transfer to Haapay card, ☐ Transfer to expense card, ☐ Other: ☐ Cash reimbursement, ☐ Transfer to personal a/c.

30 MAY 2020
A. SAMBA SILVA RAO
SR. MANAGER, PPD/PHU
APPROVED

Weekly - Petty cash /expense card statement.

Approved by:	Div. Manager	Accountant	Accounts Manager	MD	
Sign:					
Date:					

Notes: 1. Scanned copy of this statement to be submitted before every Friday 2pm. 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. MDs approval is required for expenses of over 10,000/- per week

Cash Payment

DEBIT VOUCHER

SUMMIT SALES LLP *Logika*
Sy.No.74 & 75, Behind Kingston P.G. College,
Cherlapally, Ranga Reddy (Dist)-500 051.

Voucher No. _____

A/c. _____ Date : 24/4/20

Paid to <u>ISSP DCL</u>				Rs.	Ps.
towards <u>Electricity Bill Pay. to ISSLP</u>				<u>1721</u>	<u>00</u>
<u>Slno - April 2020</u>					
<u>Receipt attached</u>					
Rupees <u>Seventeen hundred twenty one only</u>					
Paid by <u>Cheque</u>	Cheque No.	Dated	Drawn on Bank		
<u>Cash</u>				<u>1721</u>	<u>00</u>

Prepared by *[Signature]*

Approved by

Receiver's Signature *[Signature]*

TSSPDCL
PAYMENT RECEIPT

DT: 24/04/2020 TIME 10:29
RCPT: 84125246339 RC: 84
ERO : 312 SRINIKPURI
SEC : 33 CHERLAPALL
DIST: 220916 MEHTA MODI

S NO: 3409 10623
NAME: RAHUL B MEHTA

COLLEC CC AMT : 75.00
COLLEC RCD AMT: 0.00
COLLEC RC AMT : 0.00
TOTAL AMT : 75.00

Rs. Seventy Six Only.

PAY MODE : CASH

RC SIGN

TSSPDCL
PAYMENT RECEIPT

DT: 24/04/2020 TIME 10:29
RCPT: 84125246340 RC: 84
ERO : 312 SRINIKPURI
SEC : 33 CHERLAPALL
DIST: 220916 MEHTA MODI

S NO: 3409 10651
NAME: HARDIK D MEHTA

COLLEC CC AMT : 75.00
COLLEC RCD AMT: 0.00
COLLEC RC AMT : 0.00
TOTAL AMT : 75.00

Rs. Seventy Six Only.

PAY MODE : CASH

RC SIGN

TSSPDCL
PAYMENT RECEIPT

DT: 24/04/2020 TIME 10:29
RCPT: 84125246341 RC: 84
ERO : 312 SRINIKPURI
SEC : 33 CHERLAPALL
DIST: 220916 MEHTA MODI

S NO: 3409 10648
NAME: KARNI S MEHTA

COLLEC CC AMT : 75.00
COLLEC RCD AMT: 0.00
COLLEC RC AMT : 0.00
TOTAL AMT : 75.00

Rs. Seventy Five Only.

PAY MODE : CASH

RC SIGN

TSSPDCL
PAYMENT RECEIPT

DT: 24/04/2020 TIME 10:30
RCPT: 84125246342 RC: 84
ERO : 312 SRINIKPURI
SEC : 33 CHERLAPALL
DIST: 220916 MEHTA MODI

S NO: 3409 10649
NAME: MEET B MEHTA

COLLEC CC AMT : 75.00
COLLEC RCD AMT: 0.00
COLLEC RC AMT : 0.00
TOTAL AMT : 75.00

Rs. Seventy Five Only.

PAY MODE : CASH

RC SIGN

TSSPDCL
PAYMENT RECEIPT

DT: 24/04/2020 TIME 10:31
RCPT: 84125246343 RC: 84
ERO : 312 SRINIKPURI
SEC : 33 CHERLAPALL
DIST: 220916 MEHTA MODI

S NO: 3409 10650
NAME: TEJAS D MEHTA

COLLEC CC AMT : 692.00
COLLEC RCD AMT: 0.00
COLLEC RC AMT : 0.00
TOTAL AMT : 692.00

Rs. Six Hundred Ninety Two Only.

PAY MODE : CASH

RC SIGN

TSSPDCL
PAYMENT RECEIPT

DT: 24/04/2020 TIME 10:27
RCPT: 84125246334 RC: 84
ERO : 312 SRINIKPURI
SEC : 33 CHERLAPALL
DIST: 220916 MEHTA MODI

S NO: 3409 10652
NAME: NISHA MODI

COLLEC CC AMT : 75.00
COLLEC RCD AMT: 0.00
COLLEC RC AMT : 0.00
TOTAL AMT : 75.00

Rs. Seventy Five Only.

PAY MODE : CASH

TSSPDCL
PAYMENT RECEIPT

DT: 24/04/2020 TIME 10:28
RCPT: 84125246335 RC: 84
ERO : 312 SRINIKPURI
SEC : 33 CHERLAPALL
DIST: 220916 MEHTA MODI

S NO: 3409 10624
NAME: SUDHIR U MEHTA

COLLEC CC AMT : 75.00
COLLEC RCD AMT: 0.00
COLLEC RC AMT : 0.00
TOTAL AMT : 75.00

Rs. Seventy Five Only.

PAY MODE : CASH

TSSPDCL
PAYMENT RECEIPT

DT: 24/04/2020 TIME 10:28
RCPT: 84125246336 RC: 84
ERO : 312 SRINIKPURI
SEC : 33 CHERLAPALL
DIST: 220916 MEHTA MODI

S NO: 3409 10638
NAME: NIDHI MODI

COLLEC CC AMT : 426.00
COLLEC RCD AMT: 0.00
COLLEC RC AMT : 0.00
TOTAL AMT : 426.00

Rs. Four Hundred Twenty Six Only.

PAY MODE : CASH

TSSPDCL
PAYMENT RECEIPT

DT: 24/04/2020 TIME 10:28
RCPT: 84125246337 RC: 84
ERO : 312 SRINIKPURI
SEC : 33 CHERLAPALL
DIST: 220916 MEHTA MODI

S NO: 3409 10547
NAME: NISHA MODI

COLLEC CC AMT : 75.00
COLLEC RCD AMT: 0.00
COLLEC RC AMT : 0.00
TOTAL AMT : 75.00

Rs. Seventy Five Only.

PAY MODE : CASH

TSSPDCL
PAYMENT RECEIPT

DT: 24/04/2020 TIME 10:29
RCPT: 84125246338 RC: 84
ERO : 312 SRINIKPURI
SEC : 33 CHERLAPALL
DIST: 220916 MEHTA MODI

S NO: 3409 10553
NAME: NIDHI MODI

COLLEC CC AMT : 75.00
COLLEC RCD AMT: 0.00
COLLEC RC AMT : 0.00
TOTAL AMT : 75.00

Rs. Seventy Five Only.

PAY MODE : CASH

DEBIT VOUCHER

SUMMIT SALES LLP *Logyika*

Sy.No.74 & 75, Behind Kingston P.G. College,
Cherlapally, Ranga Reddy (Dist)-500 051.

Voucher No. _____

A/c.

Date : 11/5/20

Paid to		Date: 11/5/20	
towards	Manyamans (Part time Surupa)		Rs.
	Part time Salary for the month of		16 90 00
	March-2020 x 2500 x 21 day		
Rupees	Section Head & mndy of		
Paid by	Cheque	Cheque No.	Dated
	Cash		
			Drawn on Bank
			16 90 00

Prepared by

Approved by

Receiver's Signature

मि. अ. १३३

DEBIT VOUCHER

SUMMIT SALES LLP

Sy.No.74 & 75, Behind Kingston P.G. College,
Cherlapally, Ranga Reddy (Dist)-500 051.

Voucher No. _____

A/c. Taxoltrial

Date: 11/5/20

Paid to <u>Mangamma</u>				Rs.	Ps.
towards <u>Taxoltrial Invoice (Ballroom charge)</u>				500	00
<u>In the name of Mandal - 2020</u>					
Rupees <u>Five Hundred 00</u>					
Paid by	<u>Cheque</u> <u>Cash</u>	Cheque No.	Dated	Drawn on Bank	
					500 00

Prepared by [Signature]

Approved by

Receiver's Signature

[Signature]

DEBIT VOUCHER

SUMMIT SALES LLP

Sy.No.74 & 75, Behind Kingston P.G. College,
Cherlapally, Ranga Reddy (Dist)-500 051.

Voucher No. _____

A/c. _____

Date : 23/5/20

Paid to Venkatasa Mohide		Rs.	Ps.
towards Recharge of Ido fi no 9391029235		555	00
(Sangh)			
Rupees Five hundred and fifty five only			
Paid by ☒ Cheque ☐ Cash	Cheque No.	Dated	Drawn on Bank
			555 00

Prepared by

Approved by

Receiver's Signature



23/5/20

Vin Katana Mobile

Recharge 510 ki
single 9391029235

555-00

555-00

2

DETAILS OF DUE DATES FOR UTILITY SERVICES

Company Name	SSLLP - stores (VSC 45A TO J)			Prepared by	R Sanjay		
Project	VSC			Approved by	K.PURSHOTHAM		
Prepared Date	11.05.2020			Due Date	22.05.2020		
S. No.	Connection/Service Type	Service No./ Meter No.	Used For	Service Provider	Date of receipt	Due date of payment	Amount
1	Electricity	3409 - 10652	VILLA NO 45 - A	TSSPDCL	11.05.2020	22.05.2020	75.00
2	Electricity	3409 - 10624	VILLA NO 45 - B	TSSPDCL	11.05.2020	22.05.2020	76.00
3	Electricity	3409 - 10638	VILLA NO 45 - C	TSSPDCL	11.05.2020	22.05.2020	426.00
4	Electricity	3409 - 10547	VILLA NO 45 - D	TSSPDCL	11.05.2020	22.05.2020	75.00
5	Electricity	3409 - 10553	VILLA NO 45 - E	TSSPDCL	11.05.2020	22.05.2020	75.00
6	Electricity	3409 - 10623	VILLA NO 45 - F	TSSPDCL	11.05.2020	22.05.2020	76.00
7	Electricity	3409 - 10651	VILLA NO 45 - G	TSSPDCL	11.05.2020	22.05.2020	76.00
8	Electricity	3409 - 10648	VILLA NO 45 - H	TSSPDCL	11.05.2020	22.05.2020	75.00
9	Electricity	3409 - 10649	VILLA NO 45 - I	TSSPDCL	11.05.2020	22.05.2020	75.00
10	Electricity	3409 - 10650	VILLA NO 45 - J	TSSPDCL	11.05.2020	22.05.2020	692.00
		Last Month Bills Paid				TOTAL	1721.00
Note:	The above all bills purpose payment will be made from M/s SUMMIT SALES - LLP A/c						

Note:

1. Customer / Service type column is for the type of service like telephone, modem, electricity, water, etc.
2. Service provider column is for Company which provides service like Tata, BSNL, APSEB, etc.
3. Date of receipt of bill column is for approximate date on which we receive the bills every month.

VERIFIED BY

22 MAY 2020

R. SANJAY KUMAR
ADMIN-AUDIT OFFICER

Summit Sales LL (20-21)
M G Road, Rangunj
Secunderabad
State Name : Telangana, Code : 36

Journal Voucher

No. : JOURNAL 10012 10026

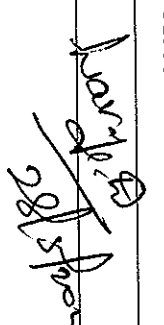
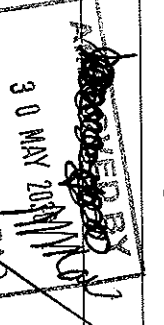
Dated : 1-Jun-2020

Particulars	Debit	Credit
OE-Electricity Supply		
To ECARD-HEMENDRA -009783600000550	Dr 2,079.00	2,079.00
On Account of : towards Electricity charges for the month of Mar-2020		
	₹ 2,079.00	₹ 2,079.00

Prepared by: lavanya

Approved by

Weekly - Petty cash /expense card statement.

Name		HEMENDRA		Statement date		22.05.2020	
Prepared by		HEMENDRA		Sign			
From period		12.03.2020		To period		22.04.2020	
Sl No	Debit to company	Debit to project	Description of expense	Amount	Bill enclosed	GST bill	
1.	SSLLP		Staff tea expenses 12.3.20 to 18.03.2020	360.00	☒ Y ☐ N	☐ Y ☐ N	
2.	SSLLP		Electricity mar.2020 3409-10652	75.00	☒ Y ☐ N	☐ Y ☐ N	
3.	SSLLP		Electricity mar.2020 3409-10624	76.00	☒ Y ☐ N	☐ Y ☐ N	
4.	SSLLP		Electricity mar.2020 3409-10638	426.00	☒ Y ☐ N	☐ Y ☐ N	
5.	SSLLP		Electricity mar.2020 3409-10547	75.00	☒ Y ☐ N	☐ Y ☐ N	
6.	SSLLP		Electricity mar.2020 3409-10553	75.00	☒ Y ☐ N	☐ Y ☐ N	
7.	SSLLP		Electricity mar.2020 3409-10623	76.00	☒ Y ☐ N	☐ Y ☐ N	
8.	SSLLP		Electricity mar.2020 3409-10651	76.00	☒ Y ☐ N	☐ Y ☐ N	
9.	SSLLP		Electricity mar.2020 3409-10648	75.00	☒ Y ☐ N	☐ Y ☐ N	
10.	SSLLP		Electricity mar.2020 3409-10649	75.00	☒ Y ☐ N	☐ Y ☐ N	
11.	SSLLP		Electricity mar.2020 3409-10650	690.00	☒ Y ☐ N	☐ Y ☐ N	
Total		2079.00		2079.00			
Amount to be credited by ☐ Transfer to Haapay card, ☐ Transfer to expense card, ☐ Cash reimbursement, ☐ Transfer to personal a/c.							
Approved by:		Div. Manager		Accountant		Accounts Manager	
Sign:							

30 MAY 2020
A. SAMBA SIVA RAO
SR. MANAGER-ACCOUNTS

Weekly - Petty cash /expense card statement..

Date:				2
-------	--	--	--	---

Notes: 1. Scanned copy of this statement to be submitted before every Friday 2pm. 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

SUMMIT SALES LLP

Voucher No. _____

A/c. _____ Date: 18/3/20

Prepared by

Approved by

Receiver's Signature

cash payment

DEBIT VOUCHER

SUMMIT SALES LLP
No.74 & 75, Behind Kingston P.G. College,
Orlapally, Ranga Reddy (Dist)-500 051.

Voucher No. _____

A/c. _____ Date : 22/4/2020

				Rs.	Ps.
Paid to <u>TSSPDCL</u>				<u>1719</u>	<u>00</u>
towards <u>Electricity Bill Payment for SSICP -</u>					
<u>Slab @ March 2020</u>					
<u>Receipt attached</u>					
Rupees <u>Seventeen hundred nineteen 00</u>					
Paid by Cheque Cash Cheque No. Dated Drawn on Bank				<u>1719</u>	<u>00</u>

Prepared by *[Signature]*

Approved by

Receiver's Signature *[Signature]*

TSSPDCL
PAYMENT RECEIPT

DT: 22/04/2020 TIME 09:59
RCPT: 48233223962 RC: 48
ERO: 312 SRINIKPURI
SEC: 33 CHERLAPALL
DIST: 220916 MEHTA MODI

S NO: 3409 10523
NAME: KANUL B MEHTA

COLLEC CC AMT : 76.00
COLLEC ACD AMT : 0.00
COLLEC RC AMT : 0.00
TOTAL AMT : 76.00

Rs. Seventy Six Only.

PRV MODE : CRSH

RC SIGN

TSSPDCL
PAYMENT RECEIPT

DT: 22/04/2020 TIME 09:56
RCPT: 48233223961 RC: 48
ERO: 312 SRINIKPURI
SEC: 33 CHERLAPALL
DIST: 220916 MEHTA MODI

S NO: 3409 10531
NAME: HARDIK D MEHTA

COLLEC CC AMT : 76.00
COLLEC ACD AMT : 0.00
COLLEC RC AMT : 0.00
TOTAL AMT : 76.00

Rs. Seventy Six Only.

PRV MODE : CRSH

RC SIGN

TSSPDCL
PAYMENT RECEIPT

DT: 22/04/2020 TIME 09:58
RCPT: 48233223960 RC: 48
ERO: 312 SRINIKPURI
SEC: 33 CHERLAPALL
DIST: 220916 MEHTA MODI

S NO: 3409 10548
NAME: KARNH S MEHTA

COLLEC CC AMT : 75.00
COLLEC ACD AMT : 0.00
COLLEC RC AMT : 0.00
TOTAL AMT : 75.00

Rs. Seventy Five Only.

PRV MODE : CRSH

RC SIGN

TSSPDCL
PAYMENT RECEIPT

DT: 22/04/2020 TIME 09:58
RCPT: 48233223959 RC: 48
ERO: 312 SRINIKPURI
SEC: 33 CHERLAPALL
DIST: 220916 MEHTA MODI

S NO: 3409 10549
NAME: MEET B MEHTA

COLLEC CC AMT : 75.00
COLLEC ACD AMT : 0.00
COLLEC RC AMT : 0.00
TOTAL AMT : 75.00

Rs. Seventy Five Only.

PRV MODE : CRSH

RC SIGN

TSSPDCL
PAYMENT RECEIPT

DT: 22/04/2020 TIME 09:55
RCPT: 48233223958 RC: 48
ERO: 312 SRINIKPURI
SEC: 33 CHERLAPALL
DIST: 220916 MEHTA MODI

S NO: 3409 10550
NAME: TEJAS D MEHTA

COLLEC CC AMT : 690.00
COLLEC ACD AMT : 0.00
COLLEC RC AMT : 0.00
TOTAL AMT : 690.00

Rs. Six Hundred Ninety Only.

PRV MODE : CRSH

RC SIGN

TSSPDCL
PAYMENT RECEIPT

DT: 22/04/2020 TIME 10:00
RCPT: 48233223967 RC: 48
ERO: 312 SRINIKPURI
SEC: 33 CHERLAPALL
DIST: 220916 MEHTA MODI

S NO: 3409 10532
NAME: NISHA MODI

COLLEC CC AMT : 75.00
COLLEC ACD AMT : 0.00
COLLEC RC AMT : 0.00
TOTAL AMT : 75.00

Rs. Seventy Five Only.

PRV MODE : CRSH

TSSPDCL
PAYMENT RECEIPT

DT: 22/04/2020 TIME 10:00
RCPT: 48233223966 RC: 48
ERO: 312 SRINIKPURI
SEC: 33 CHERLAPALL
DIST: 220916 MEHTA MODI

S NO: 3409 10524
NAME: SUDHIR U MEHTA

COLLEC CC AMT : 76.00
COLLEC ACD AMT : 0.00
COLLEC RC AMT : 0.00
TOTAL AMT : 76.00

Rs. Seventy Six Only.

PRV MODE : CRSH

TSSPDCL
PAYMENT RECEIPT

DT: 22/04/2020 TIME 10:00
RCPT: 48233223965 RC: 48
ERO: 312 SRINIKPURI
SEC: 33 CHERLAPALL
DIST: 220916 MEHTA MODI

S NO: 3409 10538
NAME: NIDHI MODI

COLLEC CC AMT : 426.00
COLLEC ACD AMT : 0.00
COLLEC RC AMT : 0.00
TOTAL AMT : 426.00

Rs. Four Hundred Twenty Six Only.

PRV MODE : CRSH

TSSPDCL
PAYMENT RECEIPT

DT: 22/04/2020 TIME 09:59
RCPT: 48233223964 RC: 48
ERO: 312 SRINIKPURI
SEC: 33 CHERLAPALL
DIST: 220916 MEHTA MODI

S NO: 3409 10547
NAME: NISHA MODI

COLLEC CC AMT : 75.00
COLLEC ACD AMT : 0.00
COLLEC RC AMT : 0.00
TOTAL AMT : 75.00

Rs. Seventy Five Only.

PRV MODE : CRSH

TSSPDCL
PAYMENT RECEIPT

DT: 22/04/2020 TIME 09:59
RCPT: 48233223963 RC: 48
ERO: 312 SRINIKPURI
SEC: 33 CHERLAPALL
DIST: 220916 MEHTA MODI

S NO: 3409 10553
NAME: NIDHI MODI

COLLEC CC AMT : 75.00
COLLEC ACD AMT : 0.00
COLLEC RC AMT : 0.00
TOTAL AMT : 75.00

Rs. Seventy Five Only.

PRV MODE : CRSH

Journal Voucher

No. : JOU/10013 10027

Dated : 1-Jun-2020

Particulars	Debit	Credit
OE-Electricity Supply Dr.	1,721.00	
To ECARD-HEMENDRA -009783600000550		1,721.00
On Account of : Towards electricicy Charges for the month of Apr-2020	₹ 1,721.00	₹ 1,721.00

Prepared by: lavanya

Approved by

Summit Sales P (20-21)
M G Road, Hanigunj
Secunderabad
State Name : Telangana, Code : 36

Journal Voucher

No. : JOU(10014) 10028

Dated : 1-Jun-2020

Particulars	Debit	Credit
OE-Misc. Expenses-Site <i>Dr</i>	1,690.00	
To ECARD-HEMENDRA -009783600000550		1,690.00
On Account of : Towards Part time salary sweeper for the month of Mar-2020		
	₹ 1,690.00	₹ 1,690.00

Prepared by: lavanya

Approved by

Journal Voucher

No. : JOU/10016/0029

Dated : 1-Jun-2020

Particulars	Debit	Credit
OE-Misc. Expenses-Site <i>Dr</i>	500.00	
To ECARD-HEMENDRA -009783600000550		500.00
On Account of : Towards Janitorial services for the month of Mar-2020 9Bathroom Clean)		
	₹ 500.00	₹ 500.00

Prepared by: lavanya

Approved by

Summit Sales LLP (20-21)
M G Road, Ranigunj
Secunderabad
State Name : Telangana, Code : 36

Journal Voucher

No. : JOU/10016 10030

Dated : 3-Jun-2020

Particulars		Debit	Credit
SUP-S.S.Computers	Dr	25,000.00	
New Ref JOU/10017			
25,000.00 Dr			
SUP-S.S.Computers	Dr	25,000.00	
New Ref JOU/10017			
25,000.00 Dr			
To ECARD-Prabhakar 009783600000560			50,000.00
On Account of :			
Towards purchae of Scanners payments made through			
prabhakar Expences card			
		₹ 50,000.00	₹ 50,000.00

Prepared by: lavanya

Approved by

Attendance/payment det Security Services		For the month of May-20		No. of Working Days		25 Sundays		5							
Firm/ Company :		Date: 02.06.2020		Total days in month		31. Holidays		1							
Site:		Prepared by: HEMENDRA		Calculate on days		30.5									
Name of the contractor: United Security Services		Note: Enter only LOP /OT /F/INES													
Type of Service	Security services														
S.No.	Employee Nat	Designation	monthly salary	Daily Wages = monthly salary / 30.5	Attendance in days	Loss of Pay	OT	Pay for days	Fines	Payment in Rs.	Other service charges in %	Net Payable	Add: composite GST 6 %	Total Payable	
1	Employee 1	Sujay Rana	13,500	443	30.5	0	0	30.5	0	13,500	12	15,133	6	16,041	
2	Employee 2	Ammu	10,000	328	30.5	0	0	30.5	0	10,000	12	11,204	6	11,877	
3															
4															
5			23,500												
Remarks:															

Pay: 27899

CHECKED
SECURITY/SUP.
By: <u>AS</u> Dt: <u>04/6/20</u>

EXPERT SECURITY SERVICES

G-2, K.J.R COMPLEX-II, AKBAR ROAD, SECUNDERABAD 500009

GST NO. 36GLLPS8753N1ZV (Composite Scheme)

PAN NO. GLLPS8753N

BILL OF SUPPLY

To,

M/s Summit Sales LLP.**Phase-VII, Cherlapally**

Bill No. : ESS/18/20

Month : May'2020

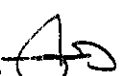
Date : 01.06.20

GSTIN: 36ACQFS2044C1Z7

Designation of Staff	No. of Staff	Rate	DESCRIPTION	Amount	
				Rs.	Ps.
1. SECURITY Charges	-	-	-	27899	-
Rupees : Twenty Seven thousand eight hundred and ninety nine only.				Total	27899
pay: 27899/-					
				Grand Total	27899

Note: The above bill should be paid before 5th of the Month.**CHECKED**

SECURITY/SUP.

By:  Dt: 04/06/20**APPROVED BY**

04 JUN 2020

G. JAI KUMAR
MANAGER-H.R. & ADMIN

For EXPERT SECURITY SERVICES

BP

Summit Sales LLP (20-21)
M G Road, Ranigunj
Secunderabad
State Name : Telangana, Code : 36

Journal Voucher

Dated : 4-Jun-2020

No. : JOU/10018 10031

Particulars	Debit	Credit
OE-Security Services	27,899.00	209.00
To TDS-.75% Contract		27,690.00
To SP-Expert Security Services		
New Ref JOU/10018 27,690.00 Cr		
On Account of : towards security charges for the month of MAY-2020 agaisnt bill no:-ESS/18/20 dt:-01.06.2020	₹ 27,899.00	₹ 27,899.00

Prepared by: Iavanva

Approved by

Weekly - Petty cash - expense card statement.

2019

Name	P. Prabhakar		Statement date	04-05-20	
Prepared by	Prabhakar		Sign		
From period	NA		To period	NA	
SI No	Debit to company	Debit to project	Description of expense	Amount	Bill enclosed
1.	Summit Sales LLP		Refreshment allowances, toll charges, repairing charges for krishnam rajujayo vehicle.	2,600-00	☒ ☐
2.	Summit Sales LLP		Floral net - 2 nos	798-00	☒ ☐
3.	Summit Sales LLP		Mr. Anjad khan for AC repairing charges	500-00	☒ ☐
4.	Summit Sales LLP		Tuff Paulin tarpaulin- 1 no	649-00	☒ ☐
5.	Summit Sales LLP		Chrome cast- 2 nos	6998-00	☒ ☐
6.	Summit Sales LLP		Clamp meter- 1 nos	1189-00	☒ ☐
7.	Summit Sales LLP		Brochure stand- 3 nos	6597-00	☒ ☐
8.	Total			19,331-00	☒ ☐

Notes: 1. Scanned copy of this statement must be attached to this statement and sent to respective accountant by Monday. 3. Accountants to make payment on receipt of scanned statement on Saturday. 4. Original statement with vouchers of last week is not received without 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.

APPROVED BY
A. SAMBA SIVA
SR. MANAGER-ACCOUNTS

APPROVED BY
G. JAI KUMAR
MANAGER-H.R. & ADMIN

Journal Voucher

No. : JOU/10018 10032

Dated : 5-Jun-2020

Particulars	Debit	Credit
OE-Misc. Expenses-Site Dr	265.00	
To ECARD-Prabhakar 009783600000560		265.00
On Account of : Towards toll charges Agh material for material shifting from SSLLP to AGH and marking covers to AGH	₹ 265.00	₹ 265.00

Prepared by: krishnaveni

Approved by

Journal Voucher

No. : JOURNAL 10019 10033

Dated : 5-Jun-2020

Particulars	Debit	Credit
OE-Misc. Expenses-Site To ECARD-Prabhakar 009783600000560	Dr 200.00	200.00
On Account of : Towards toll charges for ORR and contonment toll charges on 19/3,11/03 and 13/03/20		
	₹ 200.00	₹ 200.00

Prepared by: krishnaveni

Approved by

DEBIT VOUCHER

Voucher No. _____

A/c. _____

Date: _____

Misc Exp 12

Paid to	Refinement Allowance (S.K. Raja)	Rs.	Ps.
towards	for Maternal Shifting from	1702	00
	SSUP to ACH. on 06-03-2020. Given by		
	prabhakar Sr. Dinner Allowance		
Rupees	One hundred and Seventy		
	Two only		
Paid by	Cheque		
	Cash		
	Cheque No.	Dated	Drawn on Bank
	APPROVED		
	15 MAY 2020		
	P. PRABHAKAR		
	SR. MANAGER PURCHASE		
	Approved by		
			170200

Prepared by

P. PRABHAKAR
SR. MANAGER PURCHASE
Approved by

Receiver's Signature

[Signature]

Journal Voucher

No. : JOURNAL 10020 10034

Dated : 5-Jun-2020

Particulars	Debit	Credit
OE-Misc. Expenses-Site To ECARD-Prabhakar 009783600000560	Dr 170.00	170.00
On Account of : Towards Refreshment allowance (S.K Raja) for material shifting from SSLP to AGH on 06.03.2020		
	₹ 170.00	₹ 170.00

Prepared by: krishnaveni

Approved by

F

Mix. Exp. 12

Date :

15 MAY 2020
P. PRABHAKAR
Sr. MANAGER PURCHASE by

Receiver's Signature



Journal Voucher

No. : JOU~~10021~~ 10035

Dated : 5-Jun-2020

Particulars	Debit	Credit
OE-Misc. Expenses-Site To ECARD-Prabhakar 009783600000560	Dr 510.00	510.00
On Account of : Towards Refreshment allowance (S.K Raju) for material shifting Dinner Allowance on 14/03,15/03 and 20/03/20		
	₹ 510.00	₹ 510.00

Prepared by: krishnaveni

Approved by

DEBIT VOUCHER

Voucher No. _____

MIS Expense

A/c. _____ Date : _____

Paid to <u>Toll Charges</u>			Rs.	Ps.
towards <u>I went to AM for electrical shifting</u>			2662	00
<u>from BLP to AM given by prabhaakar sr.</u>				
<u>On .06-03-2020</u>				
Rupees <u>Two hundred and Sixty Six</u>				
<u>Reques Only</u>				
Paid by <u>Cheque</u>	Cheque No.	Dated	Drawn on Bank	
<u>Cash</u>	APPROVED			2662 00

Prepared by

15 MAY 2020
P. PRABHAKAR
Sr. Manager PURCHASE

Receiver's Signature

Journal Voucher

No. : JOU~~10022~~ 10036

Dated : 5-Jun-2020

Particulars	Debit	Credit
OE-Misc. Expenses-Site <i>Dr</i>	266.00	
To ECARD-Prabhakar 009783600000560		266.00
On Account of : Towards Toll Charges to Agh for material shifting from SSLLP to AGH on 06.03.2020		
	₹ 266.00	₹ 266.00

Prepared by: krishnaveni

Approved by

Journal Voucher

No. : JOU(10023) 10037

Dated : 5-Jun-2020

Particulars	Debit	Credit
OIE-Repairs & Maintenance-Equipment To ECARD-Prabhakar 009783600000560	320.00	320.00
	₹ 320.00	₹ 320.00

On Account of :

Towards pumpchar shop at Pedda Amberpet for vechicle
greening and naitrozen for filling for all tyres

Prepared by: krishnaveni

Approved by

Journal Voucher

No. : JOU10024 10038

Dated : 5-Jun-2020

Particulars	Debit	Credit
OE-Misc. Expenses-Site <i>Dr</i>	905.00	
To ECARD-Prabhakar 009783600000560		905.00
On Account of : Towards Shiva Naga Auto Garage Break Pipe Repaire at Chityal on 20/02/2020 from coming AGH to Hyd		
	₹ 905.00	₹ 905.00

Prepared by: krishnaveni

Approved by

DEBIT VOUCHER

Summit sales Lp &

O/E - Rep M/s
Equip.

Voucher No. _____

A/c. _____ Date : 29/04/20

Paid to <u>Mr. Anjad Chary</u>				Rs.	Ps.
towards <u>A/c repairing Charges at H.O.</u>				500 -	00
<u>Purchase department.</u>					
Rupees <u>Five hundred only</u>					
Paid by <u>Cheque</u>	Cheque No.	Dated	Drawn on Bank	500	a
<u>Cash</u>					

Prepared by P. BHAKAR

APPROVED
29 APR 2020
P. BHAKAR
Sr. MANAGER PURCHASE

Receiver's Signature [Signature]

Journal Voucher

No. : JOURNAL 10025 10039

Dated : 5-Jun-2020

Particulars	Debit	Credit
OIE-Repairs & Maintenance-Equipment To ECARD-Prabhakar 009783600000560	Dr 500.00	500.00
On Account of : Towards A/c repairing charges at Head Office purchase department		
	₹ 500.00	₹ 500.00

Prepared by: krishnaveni

Approved by

ESTIMATE SHEET							
Company Name:		Summit Sales LLP					
Project:		Summit Sales					
Work Description:		Granite Cutting Works					
Name of the Contractor:		Jamarshan					
Prepared By:		G.Mona					
Date:		01-06-2020					
S No.	Item Head	Item Description	Quantity	Units	Rate	Amount	Item Head Total
1	Silver Oak Villas PO No: 67253	Black Granite & beading Steel Grey	726.25 424.50	Sft Rft	10.00 10.00	7,262.50 4,245.00	
2	Silver Oak Villas PO No: 67254	Black Granite & beading Steel Grey	726.25 424.50	Sft Rft	10.00 10.00	7,262.50 4,245.00	
3	Silver Oak Villas PO No: 67255	Black Granite & beading Steel Grey	726.25 424.50	Sft Rft	10.00 10.00	7,262.50 4,245.00	
4	Silver Oak Villas PO No: 67383	Black Granite & beading Steel Grey	726.25 424.50	Sft Rft	10.00 10.00	7,262.50 4,245.00	
5	Silver Oak Villas PO No: 67384	Black Granite & beading Steel Grey	726.25 424.50	Sft Rft	10.00 10.00	7,262.50 4,245.00	
6	Silver Oak Villas PO No: 66777	Black Granite & beading Steel Grey	515.38 309.50	Sft Rft	10.00 10.00	5,153.75 3,095.00	
7	Silver Oak Villas PO No: 66625	Steel Grey granite	82.50	nos	10.00	825.00	

8	Modi Realty (Miryalguda) LLI Black Granite Po.No.67162		93.60	Sq	10.00	936.00		
			49.40	Sq	10.00	494.00		
			40.89	Sq	10.00	408.90		
			21.13	Sq	10.00	211.30		
		Beading	45.00	Rt	10.00	450.00		
			10.16	Rt	10.00	101.60		
			20.00	Rt	10.00	200.00		
			14.00	Rt	10.00	140.00		
			19.66	Rt	10.00	196.60		
9	Villa Orchids LLP PO No: 67251	Black Granite Beading	144.00	Sq	10.00	1,440.00		
			72.00	Rt	10.00	720.00		
10	Modi Realty Genome Valley LL Tan Brown PO No: 67277		23.52	Sq	10.00	235.20		
			24.46	Sq	10.00	244.60		
			6.24	Sq	10.00	62.40		
11	Villa Orchids LLP PO NO: 67252	Tan Brown Beading	375.84	Sq	10.00	3,758.40		
			409.50	Sq	10.00	4,095.00		
			450.00	Rt	10.00	4,500.00		
			28.53	Rt	10.00	285.30		
Total Amount: Eighty Five Thousand and Ninety Rupees Only/-							85,090.55	

Nagashan
02/06/2022

APPROVED BY
12 JUN 2022
K. PURSHOTHAM
ASST. PROJECT MGR.

MEASUREMENT SHEET									
Company Name		Summit Sales LLP		Approved by:					
Project		Summit Sales		Sign					
Work Description		Granite Cutting Works							
Contractor Name		Imadudin							
Prepared By		C. MORA							
Date		01-06-2020							
S No	Item Head	Item Description	Length	Width	Height	Nos	Quantity	Units	Item Head Total
1	Silver Oak Villas PO No: 67253	Black Granite	8.50	1.00	2.00	5.00	85.00	sq	424.50
			4.00	1.00	2.00	5.00	40.00	sq	
			3.25	1.00	1.00	120.00	390.00	sq	
			3.25	1.00	3.25	20.00	211.25	sq	
									726.25
		Beading	8.50	1.00	0.33	5.00	42.50	rl	424.50
			4.00	1.00	0.33	5.00	20.00	rl	
			1.50	1.00	0.25	120.00	180.00	rl	
			8.50	1.00	0.50	14.00	119.00	rl	
			4.50	1.00	0.50	14.00	63.00	rl	
									726.25
2	Silver Oak Villas PO No: 67254	Black Granite	8.50	1.00	2.00	5.00	85.00	sq	424.50
			4.00	1.00	2.00	5.00	40.00	sq	
			3.25	1.00	1.00	120.00	390.00	sq	
			3.25	1.00	3.25	20.00	211.25	sq	
									726.25
		Beading	8.50	1.00	0.33	5.00	42.50	rl	424.50
			4.00	1.00	0.33	5.00	20.00	rl	
			1.50	1.00	0.25	120.00	180.00	rl	
			8.50	1.00	0.50	14.00	119.00	rl	
			4.50	1.00	0.50	14.00	63.00	rl	
									726.25
3	Silver Oak Villas PO No: 67255	Black Granite	8.50	1.00	2.00	5.00	85.00	sq	424.50
			4.00	1.00	2.00	5.00	40.00	sq	
			3.25	1.00	1.00	120.00	390.00	sq	
			3.25	1.00	3.25	20.00	211.25	sq	
									726.25
		Beading	8.50	1.00	0.33	5.00	42.50	rl	424.50
			4.00	1.00	0.33	5.00	20.00	rl	
			1.50	1.00	0.25	120.00	180.00	rl	
			8.50	1.00	0.50	14.00	119.00	rl	
			4.50	1.00	0.50	14.00	63.00	rl	
									726.25
4	Silver Oak Villas PO No: 67383	Black Granite	8.50	1.00	2.00	5.00	85.00	sq	424.50
		Steel Grey	4.00	1.00	2.00	5.00	40.00	sq	
			3.25	1.00	1.00	120.00	390.00	sq	
			3.25	1.00	3.25	20.00	211.25	sq	
									726.25
		Beading	8.50	1.00	0.33	5.00	42.50	rl	
			4.00	1.00	0.33	5.00	20.00	rl	
			1.50	1.00	0.25	120.00	180.00	rl	
			8.50	1.00	0.50	14.00	119.00	rl	
			4.50	1.00	0.50	14.00	63.00	rl	
									424.50
									726.25
									424.50
									424.50

Construction division.
Advice for giving credit to contractors/suppliers.

Sl. No. - site bills register	51	Date - site bills Register	02/06/2020
Company Name:	SSLLP	Site:	SSLLP
Name of Contractor	Tanaathan.		
Nature of work	Granite cutting work		
Work done	From Date	To Date	
Sl. No.	Villa/Flat/block no.	Qty.	Rate
1.	SOVLP - 67253		
2.	SOVLP - 67254		10/-
3.	SOVLP - 67255		85,090/-
4.	SOVLP - 67383		
5.	SOVLP - 67384		
6.	SOVLP - 67377		
7.	SOVLP - 66625		
8.	modi kalyan - 67162		
9.	VOC - 67251, 67252		
10.	modi kalyan - 67277		
11.	Total		85,090/-
Bill required	YES ☒ NO ☐	GST bill required	YES ☐ NO ☒
Measurement & estimate sheet	Required ☒ Not required ☐	Measurement & estimate sheet	Enclosed ☒ Not enclosed ☐
PO/WO no.		PO/WO date	
Remarks			
Approved by	Approved by Design Team	Approved by	
Date: 02 JUN 2020	Date: 02/06/2020	Date: 03 JUN 2020	
Sign: K. PURSHOTHAM	Sign: Nagendra	Sign: MODI	

Notes: 1. SSLLP PROJECT MANAGER 7 days of completion of work. 2. This form can be used for certifying work done for hire of labour, supply of materials, turnkey civil contractors. 3. Wherever not applicable - fill NA. 4. Estimate sheets are not required for turnkey jobs where guideline rates are clearly given.

APPROVED FOR CONSTRUCTION
03 JUN 2020
MODI
MANAGER

Summit Sales LLP (20-21)
M G Road, Ranigunj
Secunderabad
State Name : Telangana, Code : 36

Journal Voucher

No. : JOU(10027)10040

Dated : 6-Jun-2020

Particulars	Debit	Credit
LSUD-Labour Charges <i>Dr</i>	85,090.00	
To TDS-.75% Contract		638.00
To CONT-Janardhan Prasad		84,452.00
On Account of : Being amount credited to Janardhan Prasad towards granite cutting work against invoice no:-51 dt:-02.06.2020		
	₹ 85,090.00	₹ 85,090.00

Prepared by: bhavani

Approved by

Attendance/payment detail		Housekeeping Services		For the month		May-20		No. of Working Days		25 Sundays		5	
Company	XXXX	Date	02.06.2020	Prepared by:		HEMENDRA		Total days in month		31 Holidays		1	
Site:	XXXX							Calculate on days		30.5			
Name of the contractor:		Rajini		Note: Enter only LOP /OT /FINES									
Type of Service	Housekeeping Services	monthly salary	Daily Wages = monthly salary / 30.5	Attendance in days	Loss of Pay	OT	Pay for days	Fines	Payment in Rs.	Other service charges in %	Net Payable	Add: composite GST 6 %	Total Payable
S.No.	Employee 1	Venkat Reddy	11,000	361	0	5	35.5	0	12,816	12	14,353	6	15,215
1	Employee 2	Raghupathi	11,000	361	0	6	36	0	12,996	12	14,556	6	15,429
2	Employee 3	Shanker	11,000	361	27	0	4	0	1,444	12	1,617	6	1,714
3													
4													
5													
6													
Remarks:		1/2, 1/2, DAYS OT GIVEN FOR UNLOADING LAPPAM, PANEL DOOR, DOOR FRAME, STORES ADJUSTMENT		27		11		-		27,256		32,358	
		DATED, 3, 4, 5, 6, 11, 18, 20, 27, 29, 30,								30,526		32,358	
		MARCH 3 & 9, APRIL 20 & 21, NOT PAID NOT PREPARED TO SHANKER BY OVER SIGHT AS VENKAT REDDY, RAGHUPATHI WAS ABSENT								3,512		32,358	

Pay: 32343 ✓

CHECKED
SECURITY/SUP.
By:  Dt: 04/01/20

BILL

Ph: +91 9849371442

SHREYAS SERVICES

To
M/s.: Summit 8.12.22

5-4-187/3 & 4, Soham Mansion,

M.G. Road, Secunderabad - 500003.

Bill No.: 153

Month: May 2022

Date: 31-05-2022

GSTIN: 36ACIFS6178F2ZP

GST No.:

PAN NO: ACIFS6178F

Sl. No.	DESCRIPTION	QTY.	RATE	AMOUNT
1.	Housekeeping charges for the Month of May 2022	—	—	32343/-

Rupees in words: Thirty two thousand three hundred and forty three only

Pay: 32343/-

Total Value

32343/-

Supervision@ %

Grand Total

32343/-

Terms & Conditions: The above bill should be paid 5th of the month

CHECKED

SECURITY/SUP.

By:  Dt: 04/06/20

APPROVED BY

04 JUN 2020

G. JAI KUMAR
MANAGER-H.R. & ADMIN

For SHREYAS SERVICES

Authorised Signatory

1-11-138/11, Begumpet, Hyderabad - 500 016. Email: shreyasservices.k@gmail.com

Summit Sales LLP (20-21)
M G Road, Ranigunj
Secunderabad
State Name : Telangana, Code : 36

Journal Voucher

No. : JOURNAL 10033 10042

Dated : 20-Jun-2020

Particulars	Debit	Credit
OIEUD-Rent & Amenity Charges To OC-Geeta Desai	Dr 10,000.00	10,000.00
On Account of : Towards rent for the month of Apr-2020		
	₹ 10,000.00	₹ 10,000.00

Prepared by: lavanya

Approved by

Journal Voucher

No. : JOUR~~0034~~10043

Dated : 20-Jun-2020

Particulars		Debit	Credit
OIERD-Rent & Amenity Charges	Dr	10,000.00	
To OC-Geeta Desai			10,000.00
On Account of : Towards rent for the month of May-2020		₹ 10,000.00	₹ 10,000.00

Prepared by: lavanya

Approved by

AMW

Summit Sales LLP (20-21)
M G Road, Ranigunj
Secunderabad
State Name : Telangana, Code : 36

Journal Voucher

No. : JOU/~~10035~~ 10044

Dated : 20-Jun-2020

Particulars		Debit	Credit
OIEUD-Rent & Amenity Charges	Dr	10,000.00	
To OC-Geeta Desai			10,000.00
On Account of : Towards rent for the month of June-2020			
		₹ 10,000.00	₹ 10,000.00

Prepared by: lavanya

Approved by

Summit Sales LLP (20-21)
M G Road, Ranigunj
Secunderabad
State Name : Telangana, Code : 36

Journal Voucher

No. : JOU/10038 10045

Dated : 20-Jun-2020

Particulars		Debit	Credit
OIEUD-Rent & Amenity Charges	Dr	6,000.00	
To OC-Hardik Mehta			6,000.00
On Account of :			
Towards rent for the month of Apr-2020			
		₹ 6,000.00	₹ 6,000.00

On Account of :

Towards rent for the month of Apr-2020

Prepared by: lavanya

Approved by

Summit Sales LLP (20-21)
M G Road, Ranigunj
Secunderabad
State Name : Telangana, Code : 36

Journal Voucher

No. : JOU 10037 10046

Dated : 20-Jun-2020

Particulars		Debit	Credit
OIEUD-Rent & Amenity Charges	Dr	6,000.00	
To OC-Hardik Mehta			6,000.00
On Account of :			
Towards rent for the month of May-2020			
		₹ 6,000.00	₹ 6,000.00

On Account of :

Towards rent for the month of May-2020

Prepared by: lavanya

Approved by

Journal Voucher

No. : JOU/10038 10047

Dated : 20-Jun-2020

Particulars		Debit	Credit
OIEUD-Rent & Amenity Charges	Dr	6,000.00	
To OC-Hardik Mehta			6,000.00
On Account of : Towards rent for the month of June-2020		₹ 6,000.00	₹ 6,000.00

Prepared by: lavanya

Approved by

Paid to



shankar
9959835913

Shankar Losre

₹6,000

PAY AGAIN

SHARE

SAVE CONTACT

Debited from



*****9141

₹6,000

UTR:016468099709



Money sitting idle in your bank account?

Move it to Liquid Funds and give it a chance to grow



Contact PhonePe Support

Powered by

BHIM LIP

YES BANK

ICICI Bank

WhatsApp

[illegible]

Summit Sales LLP (20-21)
M G Road, Ranigunj
Secunderabad
State Name : Telangana, Code : 36

Journal Voucher

No. : JOU/10039 10048

Dated : 20-Jun-2020

Particulars		Debit	Credit
LSUD-Labour Charges	Dr	6,000.00	
To ECARD-Purushotham Expences Card			6,000.00
On Account of :			
Towards Granite cutting meachine installation charges at SSLIP payment made through Purushotham Expences card			
		₹ 6,000.00	₹ 6,000.00

On Account of :

Towards Granite cutting machine installation charges at SLLP payment made through Purushotham Expences card

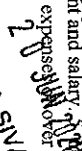
Prepared by: lavanya

Approved by

Weekly - Petty cash /expense card statement.

qName		K purshotham		Statement date		20.06.20	
Prepared by		G.chandra Kanth		Sign			
From period		08.06.20		To period		18.06.20	
SI No	Debit to company	Debit to project	Description of expense		Amount	Bill enclosed	GST bill
1.	SSLP	SSlp	Granite cutting meachine Installation Charges		6000	☐ Y ☒ N	☐ Y ☒ N
2.	Total				6000/-		
Amount to be credited by				☐ Transfer to Haapay card, ☐ Transfer to expense card, ☐ Cash reimbursement, ☐ Transfer to personal a/c. ☐ Other:			
Approved by:		Div. Manager APPROVED BY  K PURSHOTHAM		Accountant	Accounts Manager	MD	
Sign:		 K PURSHOTHAM		 20/6/2020	 20/6/2020		
Date:		20/6/2020		20/6/2020			

Notes: 1. Scanned copy of this statement to be submitted to respective accountant by Monday. 3. Accountants to make payment on receipt of scanned statement of Sunday. 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 over 10,000/- per week.

APPROVED BY

A. SAMBA SIVA
SR. MANAGER-ACCOUNTS

Weekly - Petty cash / expense card statement.

Name		P. Raju		Statement date		7/6/20	
Prepared by		P. Raju		Sign		P. Raju	
From period		19/5/20		To period		1/6/20	
SI No	Debit to company	Debit to project	Description of expense		Amount	Bill enclosed	GST bill
1.	Silver oak villa	Gov. TX	Purchase of Battery Reg No 13588		361.00	☒ ☐	☒ ☐
2.	MPPL	MPPL	Purchase of Gate Hinges Reg No 11509/11588		263.40	☒ ☐	☒ ☐
3.	PM. Complex	PM. Complex	Purchase of Anchor Bolt Reg No 16060		1770.00	☒ ☐	☒ ☐
4.	SS. IIP	Shilp	Purchase of Tub.		190.00	☒ ☐	☒ ☐
5.	SS. IIP	Shilp	Purchase of P. Coll Total Reg No 16192		1089.00	☒ ☐	☒ ☐
6.	SS. IIP	Shilp	Purchase of Pen Drive		525.00	☒ ☐	☒ ☐
7.	SS. IIP	Shilp	Purchase of Pen Drive		11400.00	☒ ☐	☒ ☐
8.	SS. IIP	Shilp	Local Purchase of Drivers Pans 65411		11400.00	☒ ☐	☒ ☐
9.						☒ ☐	☒ ☐
10.	Total				17,919.40	☒ ☐	☒ ☐

Amount to be credited by

Approved by: Div. Manager

Sign: P. Prabhakar

Date: 20/6/20

☐ Transfer to Haanap, ☐ Transfer to expense card, ☐ Cash reimbursement, ☐ Transfer to personal a/c.

Accountant: P. Prabhakar

Accounts Manager: MD

APPROVED BY

10 JUN 2020

A. SAMBA SIVA RAO

Sr. Manager, Accounts





Requisition Form

Company Name:		SSLLP		Date:		29.01.20	
Site & Phase :		SHLLP		Time:		15.17	
Supplier				Req. No.		14316	
Material required before date:				ID No.		55200	
No	Description	Size	Quantity	Units	Inward No	Date	
1	PVC DRUMS 65411	BLUE	12	NOS			
2	WATER BUBBLE CANS 65410		20	NOS			
3	BOMBAY BROOMS 65409	SMALL	500	NOS			
4	SAFETY BELT -1/2 BODY 65412		20	NOS			
5	PLASTIC GAMPA		60	NOS			
6	TEFLON TAPE 65413		500	NOS			
7	SPONGES		1000	NOS			
8	WATER BOTTLES		48	NOS			
Remarks: For stock maintainance							
Prepared By		MOUNIKA		Approved by			
Sign. & Date		29.01.20		Sign. & Date		✓ 5/12	

Note: On receipt of material at site write inward number and date in last 2 columns.

Purchase Order

From Company : **Summit Sales LLP**
5-4-187/3&4, II nd floor, MG Road, Secunderabad-500003.
G S T No. : 36ACQFS2044C1Z7



65411
01.02.20 11:10:44

Supplier Details

Local Purchase

GSTIN 36

Doc No	65411	14316
Doc Date	04-02-2020	
Quote No	Nil	
Quote Date	04-02-2020	
SupplyType	Supply	

Kind Attn :

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 6123 - Miscellaneous - Plastic Drum - Others - nos	12.00	950.00	0.00	0.00	11,400.00
Rupees : Eleven Thousand Four Hundred Only.					Total Order Value . . . 11,400.00

Terms and Conditions :-

Specification / Brand	All items shall be of 1st quality.
Payment Terms	100% advance payment.
Tax	Not applicable.
Delivery Date	Within 7 days
Delivery Location	Summit Housing LLP Cherlapally, Behind Kingston PG college, Hyderabad Phone. 9618244433, Hamendra, 9502266233, Mahesh.
Penalty For Delay	Nil
Transportation Cost	Transport cost shall be borne by us.
Warranty	Nil
Advance Paid	By cash...../-to Selva through happy card
Other Terms	We reserve the right to reject items not conforming to quality and specifications. Above order for Godowns at Summit housing purpose.
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

For **Summit Sales LLP**

Authorised Signatory

Name : 

Accepted the above Terms And Conditions

For **Local Purchase**

Name : _____

Date : ____/____/____

70-65 4/11

16/05/20.

local purchases.

five Drums. - 07 Nos.

$Rs\ 950 \times 7 = 6650/-$

INWARD	
Inward No: 14234	Dt: 18/5/20
MRN No: 79084	Dt: 20/2/20
Received By:	Sign: 
SUMMIT SALBS LLP	

Certified by:
Stores Manager

Local purchase

28/5/20

PO- 65411

① pur Drums - 05 Nos -

Rs $950 \times 5 = 4750/-$

INWARD	
Inward No: 14280	Dt: 28/5/20
MRN No: 79341	Dt: 28/5/20
Received By:	Sign: <i>SM</i>
SUMMIT SALES LLP	

Certified by:
Stores Manager

Journal Voucher

No. : JOUR~~10040~~ 10079

Dated : 20-Jun-2020

Particulars	Dr	Debit	Credit
Sundry Purchases-URD To ECARD-RAGHU 009783600000786		11,400.00	11,400.00
		₹ 11,400.00	₹ 11,400.00

On Account of :

Being amount credited to Raghu towards purchase of drums
against po no:-65411 payment made through Expenses Card

Prepared by: bhavani

Approved by

Journal Voucher

No. : JOU/10041 10050

Dated : 20-Jun-2020

Particulars	Debit	Credit
Sundry Purchases-URD	525.00	
To ECARD-RAGHU 009783600000786		525.00
On Account of : Being amount credited to Raghu towards purchase of pendrive payment made through Expenses Card		
	₹ 525.00	₹ 525.00

Prepared by: bhavani

Approved by

Company Name:		Summit Sales LLP Common Expenses		Requisition Form		Date:	
Site & Phase :		Head Office		Time:		31.05.2020	
Material required before date:				Req. No.		16194	
				ID No.		57315	
No	Description	Size	Quantity	Units	Inward No	Date	
1	D - Cold Total						
2	Combiflam		20	No's			
3	Nice		15	No's			
4	Gelusil		20	No's			
5	Dolo		30	No's			
6	Saridon		30	No's			
7	Spasmindon		30	No's			
9	Okacet		15	No's			
10	Lopaamide		15	No's			
11	Volini Spray		15	No's			
12	Ketorol DT - for tooth pain		02	No's			
13	Vicks Toffee		10	No's			
14	Band Aid		20	No's			
			20	No's			
Remarks: For Office use --							
Prepared By		Jai Kumar		Approved by			
Sign. & Date		31.05.2020		Sign. & Date			
Note: On receipt of material at site write inward number and date in last 2 columns.							

APPROVED
 01 JUN 2020
MINISH PARIKH
 MANAGER PROCUREMENT

PRIME AID MEDICALS

Beside Green Trends Salon, Near Heritage Fresh
Vegetable Market Road, New Nallakunta, Hyderabad.

Invoice No.: 1400

Date : 02/06/20

D.L. No. : TG/24/01/2017-22914

GSTIN : 36AAUFP4849C1ZT

Doctor : Mobile : 9100375021 - 7981291096

Name : Sumit Salunke LLP

S.No.	Product	Batch No.	Exp Dt.	Qty.	Rate	GST%	Amount
1	ST-Band Aid	MF1932	6/2	20	20.00		400.00
2	Wicks -	0063056701	7/4	20	01.00		200.00
3							
4							
5							
6							
7							
8							
9							
10							
11							

INWARD

Inward No: 794 Dt: 02/06/20

MRN No: Sign: [Signature]

Received By: [Signature]

MODI ENTERPRISES

Goods once sold will not be taken back or exchanged

Total - 10892.00

Subject to Hyderabad Jurisdiction E.&O.E.

For Prime Aid Medicals

PRIME AID MEDICALS

Beside Green Trends Salon, Near Heritage Fresh
Vegetable Market Road, New Nallakunta, Hyderabad.

Invoice No.: 1399

Date : 02/06/20

D.L. No. : TG/24/01/2017-22914

GSTIN : 36AAUF4849C1ZT

Mobile : 9100375021 - 7981291096

Name :

Doctor :

S.No.	Product	Batch No.	Exp Dt.	Qty.	Rate	GST%	Amount
1	D-cold-Total	AT260	9/4	24	19.54		78.16
2	Cyclopham	CE RSG97	6/2	20	46.35		92.70
3	Celuvile	218013E	12/4	30	16.50		33.00
4	Scandor	INWARD INWARD No: 73 Di: 08/05/2019 MRN No: 20131860 Received By: [Signature] Sign: [Signature] MODI ST. NALLAKUNTA	11/22	30	31.87		95.61
5	Dolo-60	INWARD No: 73 Di: 08/05/2019 MRN No: 20131860 Received By: [Signature] Sign: [Signature] MODI ST. NALLAKUNTA	12/23	30	30.24		60.48
6	Nise	6000387	1/23	20	5.42		108.53
7	Keformal-DT	6000387	2/23	15	110.55		110.55
8	Combiflem	004 6153	1/22	20	34.62		34.62
9	kyranade.	26928024	9/22	15	2.07		31.12
10	Okace	2390170	2/22	20	17.34		34.68
11	Valium - Green	6880011	12/4	2	177.00		350.00

Goods once sold will not be taken back or exchanged
Subject to Hyderabad Jurisdiction E.&O.E.

For PrimeAid Medicals

1029.45

Journal Voucher

No. : JOURNAL 10051

Dated : 20-Jun-2020

Particulars	Debit	Credit
Sundry Purchases-URD To ECARD-RAGHU 009783600000786	Dr 1,089.00	1,089.00
	₹ 1,089.00	₹ 1,089.00

On Account of :

Being amount credited to Raghu towards medical expenses
payment made through Expenses Card

Prepared by: bhavani

Approved by

SHOPPING BAZAR

Cell : 9963890436
8179240316

Spl. Plastic Goods, Home Appliance, Crockery, Gift Article & Many More.

Shop No.1-8-725/A/2, Vishala, Orthers Vegetable Market Road, Nallakunta, Hyderabad.(T.S.)

SUMMIT Sales LLP

Date : 1/06/20

① TUB —————

190

INWARD	
Inward No: 64	Dt: 01/06/20
MRN No:	Dt:
Received By: <i>[Signature]</i>	Sign: <i>[Signature]</i>
MODI PROPERTIES	

190

[Signature]

Journal Voucher

No. : JOU/10043/0052

Dated : 20-Jun-2020

Particulars	Debit	Credit
Sundry Purchases-URD		
To ECARD-RAGHU 009783600000786	Dr 190.00	190.00
On Account of : Being aomunt credited to Raghu towards purchase of tub for lunch room purpose payment made through Expenses Card		
	₹ 190.00	₹ 190.00

Prepared by: bhavani

Approved by

Company Name:		SSLLP		Requisition Form	
Site & Phase :		SHLLP		Date:	28.05.20
Supplier				Time:	15.22
Material required before date:				Req. No.	14571
No	Description	Size		ID No.	57250

No	Description	Size	Quantity	Units	Inward No	Date
1	PVC DRUMS		05	NOS		
2						
3						
4						
5						
6						
7						
8						
Remarks: For stock maintenance						
Prepared By		MOUNIKA		Approved by		
Sign. & Date		28.05.20		Sign. & Date		
Note: On receipt of material at site write inward number and date in last 2 columns						

APPROVED BY
13 JUN 2020
SOHAM MOJJI
MANAGING DIRECTOR

Purchase Order

Page(s) 1 Of 1

05-06-2020 1:08:59 PM

From Company : **Summit Sales LLP**
5-4-187/3&4, II nd floor, MG Road, Secunderabad-500003.
G S T No. : 36ACQFS2044C1Z7



67631

03.06.20 12:48:11

Supplier Details

Local Purchase

GSTIN 36

Doc No	67631	14571
Doc Date	04-06-2020	
Quote No	Nil	
Quote Date	01-06-2020	
SupplyType	Supply	

Kind Attn :

Purchase Order for the Supply of following Items.

Item Name	Qty	Rate	Dis%	GST	Amount
1 6123 - Miscellaneous - Plastic Drum - Others - nos	5.00	950.00	0.00	0.00	4,750.00
Rupees : Four Thousand Seven Hundred Fifty Only.					Total Order Value . . . 4,750.00

Terms and Conditions :-

Specification / Brand All items shall be of 1st quality.

Payment Terms 100% advance payment.

Tax Not applicable.

Delivery Date Within 7 days

Delivery Location Summit Housing LLP
Cherlapally, Behind Kingston PG college, Hyderabad
Phone. 9618244433, Hamendra, 9502266233, Mahesh.

Penalty For Delay Nil

Transportation Cost Transport cost shall be borne by us.

Warranty Nil

Advance Paid By cash...../-to Selva through happy card

Other Terms We reserve the right to reject items not conforming to quality and specifications. Above order for Stock purpose.

Completion Date Nil

Measurment Nil

Security Nil

Remarks

For **Summit Sales LLP**

Authorised Signatory

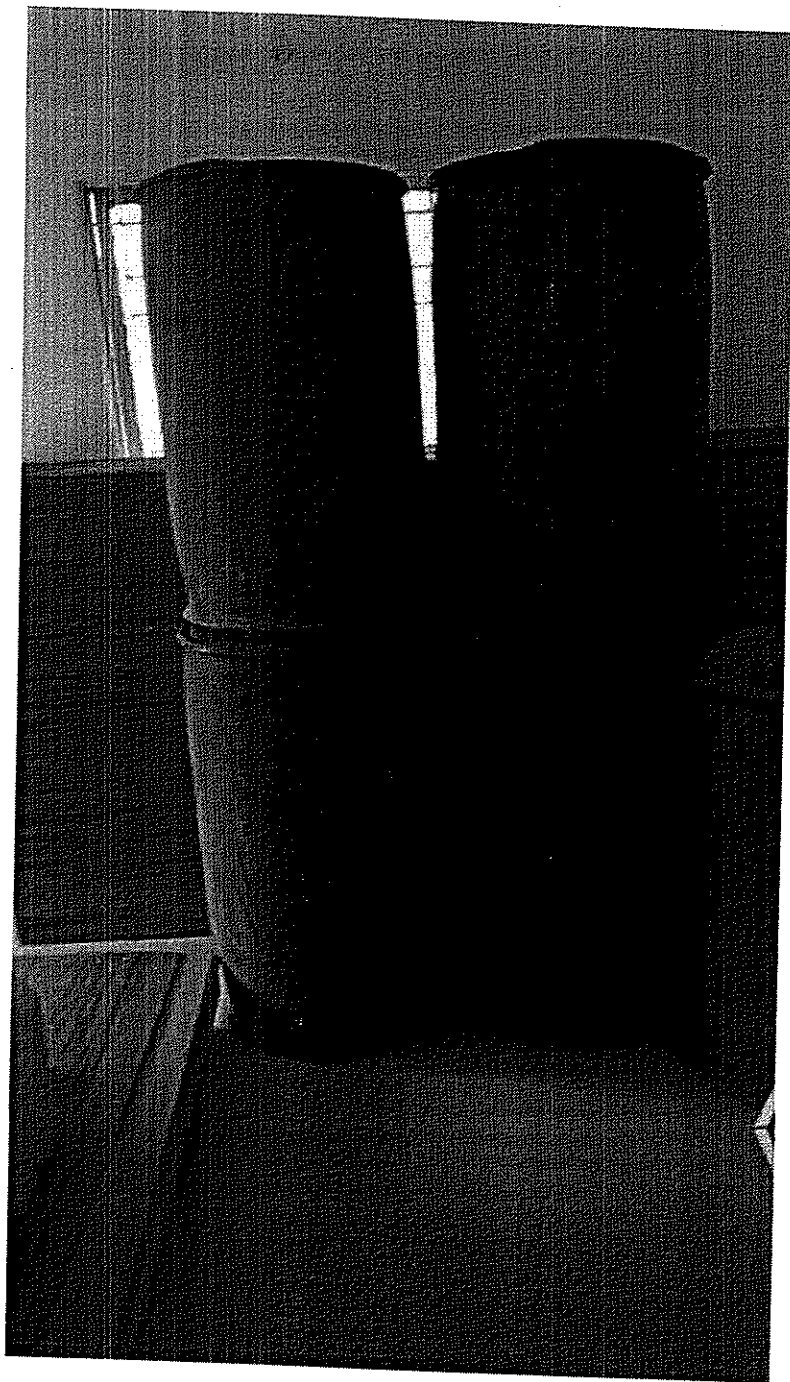
Name :

Name :

Accepted the above Terms And Conditions

For **Local Purchase**

Date : _/_/



8/6/20.

Local purchase

PO- 67631

①. pre Drums- 05 Noj

INWARD	
Inward No: 4368	Dt: 8/6/20
MRN No: 79684	Dt: 8/6/20
Received By:	Sign: <i>[Signature]</i>
SUMMIT SALES LLP	

Certified by: <i>[Signature]</i>
Stores Manager

Name		J. Sehva Kumar		Statement date		10-6-2020	
Prepared by		J. Sehva Kumar		Sign			
From period		2/6/2020		To period		8/6/2020	
SI No	Debit to company	Debit to project	Description of expense	Amount	Bill enclosed	GST bill	
1.	Medi Pharmacy	W.P.P.L.	Purchase of RCT Jod Po 67416	7350	☐ Y ☐ N	☐ Y ☐ N	
2.	Medi Pharmacy	CHT	Transportation Charges Po 67574 86757	1700	☐ Y ☐ N	☐ Y ☐ N	
3.	Remmit Solu	SSLP	Purchase of PVC Drums Po 67631	4750	☐ Y ☐ N	☐ Y ☐ N	
4.					☐ 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				☐ Y ☐ N	☐ Y ☐ N	
Amount to be credited by				13800/-			
Approved by:				☐ Transfer to Haapay card, ☐ Transfer to expense card, ☐ Cash reimbursement, ☐ Transfer to personal a/c.			
Sign:		Div. Manager		Accounts Manager		MD	
Date:		24 JUN 2020					

10 JUN 2020

Journal Voucher

No. : JOU/10045/0054

Dated : 20-Jun-2020

Particulars		Debit	Credit
OIEUD-Rent & Amenity Charges	Dr	6,000.00	
To OC-Karan S Mehta			6,000.00
On Account of : TOWARDS rent for the month of Apr-2020		₹ 6,000.00	₹ 6,000.00

Prepared by: lavanya

Approved by

Summit Sales LLP (20-21)
M G Road, Ranigunj
Secunderabad
State Name : Telangana, Code : 36

Journal Voucher

No. : JOU/1004610055

Dated : 20-Jun-2020

Particulars		Debit	Credit
OIEUD-Rent & Amenity Charges	Dr	6,000.00	
To OC-Karan S Mehta			6,000.00
On Account of :			
TOWARDS rent for the month of may-2020			
		₹ 6,000.00	₹ 6,000.00

On Account of :

TOWARDS rent for the month of may-2020

Prepared by: lavanya

Approved by

Summit Sales LLP (20-21)
M G Road, Ranigunj
Secunderabad
State Name : Telangana, Code : 36

Journal Voucher

No. : JOURNAL 10047 10056

Dated : 20-Jun-2020

Particulars	Debit	Credit
OIEUD-Rent & Amenity Charges Dr	6,000.00	
To OC-Karan S Mehta		6,000.00
On Account of : TOWARDS rent for the month of June-2020		
	₹ 6,000.00	₹ 6,000.00

Prepared by: lavanya

Approved by

Summit Sales LLP (20-21)
M G Road, Ranigunj
Secunderabad
State Name : Telangana, Code : 36

Journal Voucher

No. : JOURNAL 10047 10056

Dated : 20-Jun-2020

Particulars	Debit	Credit
OIEUD-Rent & Amenity Charges <i>Dr</i>	6,000.00	
To OC-Karan S Mehta		6,000.00
On Account of : TOWARDS rent for the month of June-2020		
	₹ 6,000.00	₹ 6,000.00

Prepared by: lavanya

AMM
Approved by

Journal Voucher

No. : JOU/0048 10057

Dated : 20-Jun-2020

Particulars	Debit	Credit
OIEUD-Rent & Amenity Charges To OC-Meeth B Mehta	Dr 6,000.00	6,000.00
On Account of : TOWARDS rent for the month of MAR-2020	₹ 6,000.00	₹ 6,000.00

Prepared by: lavanya

Approved by

Summit Sales LLP (20-21)
M G Road, Ranigunj
Secunderabad
State Name : Telangana, Code : 36

Journal Voucher

No. : JOURNAL 10049 10058

Dated : 20-Jun-2020

Particulars	Debit	Credit
OIEUD-Rent & Amenity Charges To OC-Meeth B Mehta	Dr 6,000.00	6,000.00
On Account of : TOWARDS rent for the month of May-2020		
	₹ 6,000.00	₹ 6,000.00

Prepared by: lavanya

Approved by

Journal Voucher

No. : JOURNAL 0050 10059

Dated : 20-Jun-2020

Particulars	Debit	Credit
OIEUD-Rent & Amenity Charges To OC-Meeth B Mehta	Dr 6,000.00	6,000.00
On Account of : TOWARDS rent for the month of June-2020		
	₹ 6,000.00	₹ 6,000.00

Prepared by: lavanya

Approved by

Summit Sales LLP (20-21)
M G Road, Ranigunj
Secunderabad
State Name : Telangana, Code : 36

Journal Voucher

No. : JOURNAL 10051 10060

Dated : 20-Jun-2020

Particulars	Debit	Credit
OIEUD-Rent & Amenity Charges To OC-Nisha Modi	Dr 12,000.00	12,000.00
On Account of : TOWARDS rent for the month of APR-2020		
	₹ 12,000.00	₹ 12,000.00

Prepared by: lavanya

Approved by

Summit Sales LLP (20-21)
M G Road, Ranigunj
Secunderabad
State Name : Telangana, Code : 36

Journal Voucher

No. : JOURNAL 10052 10061

Dated : 20-Jun-2020

Particulars	Debit	Credit
OIEUD-Rent & Amenity Charges To OC-Nisha Modi	Dr 12,000.00	12,000.00
On Account of : TOWARDS rent for the month of May-2020		
	₹ 12,000.00	₹ 12,000.00

Prepared by: lavanya

Approved by

Journal Voucher

No. : JOU/1005310062

Dated : 20-Jun-2020

Particulars		Debit	Credit
OIEUD-Rent & Amenity Charges	Dr	12,000.00	
To OC-Nisha Modi			12,000.00
On Account of : TOWARDS rent for the month of June-2020		₹ 12,000.00	₹ 12,000.00

Prepared by: lavanya

Approved by

Summit Sales LLP (20-21)
M G Road, Ranigunj
Secunderabad
State Name : Telangana, Code : 36

Journal Voucher

No. : JOU~~10054~~ 10063

Dated : 20-Jun-2020

Particulars	Debit	Credit
OIEUD-Rent & Amenity Charges To OC-Nidhi Modi	Dr 12,000.00	12,000.00
On Account of : TOWARDS rent for the month of Apr-2020		
	₹ 12,000.00	₹ 12,000.00

Prepared by: lavanya

Approved by 

Summit Sales LLP (20-21)
M G Road, Ranigunj
Secunderabad
State Name : Telangana, Code : 36

Journal Voucher

No. : JOU~~10055~~10064

Dated : 20-Jun-2020

Particulars		Debit	Credit
OIEUD-Rent & Amenity Charges	Dr	12,000.00	
To OC-Nidhi Modi			12,000.00
On Account of : TOWARDS rent for the month of May-2020		₹ 12,000.00	₹ 12,000.00

Prepared by: lavanya

Approved by

Summit Sales LLP (20-21)
M G Road, Ranigunj
Secunderabad
State Name : Telangana, Code : 36

Journal Voucher

No. : JOU/10056 10065

Dated : 20-Jun-2020

Particulars	Debit	Credit
OIEUD-Rent & Amenity Charges <i>Dr</i>	12,000.00	
To OC-Nidhi Modi		12,000.00
On Account of : TOWARDS rent for the month of June-2020		
	₹ 12,000.00	₹ 12,000.00

Prepared by: lavanya

AM
Approved by

Summit Sales LLP (20-21)
M G Road, Ranigunj
Secunderabad
State Name : Telangana, Code : 36

Journal Voucher

No. : JOURNAL/0057/0066

Dated : 20-Jun-2020

Particulars		Debit	Credit
OIEUD-Rent & Amenity Charges	Dr	6,000.00	
To OC-Rahul B Mehta			6,000.00
On Account of : TOWARDS rent for the month of APR-2020		₹ 6,000.00	₹ 6,000.00

Prepared by: lavanya

Approved by

Summit Sales LLP (20-21)
M G Road, Ranigunj
Secunderabad
State Name : Telangana, Code : 36

Journal Voucher

No. : JOURNAL 10058 10067

Dated : 20-Jun-2020

Particulars	Debit	Credit
OIEUD-Rent & Amenity Charges Dr	6,000.00	
To OC-Rahul B Mehta		6,000.00
On Account of : TOWARDS rent for the month of MAY-2020		
	₹ 6,000.00	₹ 6,000.00

Prepared by: lavanya

Approved by

Summit Sales LLP (20-21)
M G Road, Ranigunj
Secunderabad
State Name : Telangana, Code : 36

Journal Voucher

No. : JOU/10059 10068

Dated : 20-Jun-2020

Particulars	Debit	Credit
OIEUD-Rent & Amenity Charges <i>Dr</i>	6,000.00	
To OC-Rahul B Mehta		6,000.00
On Account of : TOWARDS rent for the month of June-2020		
	₹ 6,000.00	₹ 6,000.00

Prepared by: lavanya

Approved by

Summit Sales LLP (20-21)
M G Road, Ranigunj
Secunderabad
State Name : Telangana, Code : 36

Journal Voucher

No. : JOU/10060 10069

Dated : 20-Jun-2020

Particulars	Debit	Credit
OIEUD-Rent & Amenity Charges To OC-Sudhir U Mehta	Dr 6,000.00	6,000.00
On Account of : TOWARDS rent for the month of APR-2020		
	₹ 6,000.00	₹ 6,000.00

Prepared by: lavanya

Approved by

Summit Sales LLP (20-21)
M G Road, Ranigunj
Secunderabad
State Name : Telangana, Code : 36

Journal Voucher

No. : JOU/1006710070

Dated : 20-Jun-2020

Particulars	Debit	Credit
OIEUD-Rent & Amenity Charges <i>Dr</i>	6,000.00	
To OC-Sudhir U Mehta		6,000.00
On Account of : TOWARDS rent for the month of May-2020	₹ 6,000.00	₹ 6,000.00

Prepared by: lavanya

Approved by

Summit Sales LLP (20-21)
M G Road, Ranigunj
Secunderabad
State Name : Telangana, Code : 36

Journal Voucher

No. : JOU/10062/10071

Dated : 20-Jun-2020

Particulars	Debit	Credit
OIEUD-Rent & Amenity Charges <i>Dr</i>	6,000.00	
To OC-Sudhir U Mehta		6,000.00
On Account of : TOWARDS rent for the month of June-2020		
	₹ 6,000.00	₹ 6,000.00

Prepared by: lavanya

Approved by

Summit Sales LLP (20-21)
M G Road, Ranigunj
Secunderabad
State Name : Telangana, Code : 36

Journal Voucher

No. : JOU/0063/0072

Dated : 20-Jun-2020

Particulars	Debit	Credit
OIEUD-Rent & Amenity Charges To OC-Tejas D Mehta	Dr 6,000.00	6,000.00
On Account of : Towards rent for the month of Apr-2020		
	₹ 6,000.00	₹ 6,000.00

Prepared by: lavanya

Approved by

Summit Sales LLP (20-21)
M G Road, Ranigunj
Secunderabad
State Name : Telangana, Code : 36

Journal Voucher

No. : JOU/10064-10073

Dated : 20-Jun-2020

Particulars	Debit	Credit
OIEUD-Rent & Amenity Charges <i>Dr</i>	6,000.00	
To OC-Tejas D Mehta		6,000.00
On Account of : TOWARDS rent for the month of May-2020		
	₹ 6,000.00	₹ 6,000.00

Prepared by: lavanya

Approved by

Summit Sales LLP (20-21)
M G Road, Ranigunj
Secunderabad
State Name : Telangana, Code : 36

Journal Voucher

No. : JOU/~~10068~~ 10074

Dated : 20-Jun-2020

Particulars	Debit	Credit
OIEUD-Rent & Amenity Charges <i>Dr</i>	6,000.00	
To OC-Tejas D Mehta		6,000.00
On Account of : TOWARDS rent for the month of June-2020		
	₹ 6,000.00	₹ 6,000.00

Prepared by: lavanya

Approved by 

Weekly - Petty cash /expense card statement.

To,
Mr. Smt,

Name .	P.Prabhakar		Statement date.	16-05-20	
Prepared by	Prabhakar		Sign		
From period	NA		To period	NA	

Sl No	Debit to company	Debit to project	Description of expense	Amount	Bill enclosed	GST bill
1.	Summit Sales LLP		Galaxy home décor curtains- 1 no	399-00	☒ ☐	☒ ☐
2.	Summit Sales LLP		SDB ABS Soap dispenser- 5 nos	2500-00	☒ ☐	☒ ☐
3.	Summit Sales LLP		Galaxy home décor curtains- 2 no	798-00	☒ ☐	☒ ☐
4.	Summit Sales LLP		Galaxy home décor curtains- 1 no	399-00	☒ ☐	☒ ☐
5.	Summit Sales LLP		Lavichitra floral nets- 12 nos	6158-00	☒ ☐	☒ ☐
6.	Summit Sales LLP		Calm sheel cards- 2 packs	3940-00	☒ ☐	☒ ☐
7.	Total			14,194-00		

Amount to be ☒ Transfer to Haapay card, ☒ Transfer to expense card, ☐ Cash reimbursement, ☐ Transfer to personal a/c.
credited by ☐ Other:

Approved by: Div. Manager Accountant Accounts Manager MD

Sign:

Date: 16/6/2020

Notes: 1. Scanned copy of this statement to be received every Friday 2pm. 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. Employees must maintain photocopy of all bills/vouchers for 3 months. 6. Division manager and accounts manager approval required for expenses over 2000/- per week. MDs approval is required for expenses of over 10,000/- per month.

APPROVED
16 JUN 2020
P. PRABHAKAR
Sr. MANAGER PURCHASE

APPROVED
16 JUN 2020
A. SAMBA SIVA RAO
Sr. MANAGER-ACCOUNTS

APPROVED BY
16 JUN 2020
S. HANU
MANAGING OFFICER