SSLLP Common Expenses
5-4-187/3 & 4, M G Road
Ranigunj, Secunderabad
State Name : Telangana, Code : 36

Journal Voucher

No. : **JOU/10222** 10223

Dated : **25-Sep-2020**

Particulars		Debit	Credit
SUP-Emandi Enterprises New Ref **JOU/10222** **2,264.00 Dr**	*Dr*	**2,264.00**	
To Summit Sales LLP Logistics			**2,264.00**
On Account of : Being amt debited to Emandi Enterprises towards purchase of A3 size 5mm Hyd East It Boards vinyl with matt and 5mm sun board against Bill No:- EE/20-21/18 dt:- 31.08.2020.			
		₹ 2,264.00	**₹ 2,264.00**

Prepared by: raikumar.n

Approved by

Weekly - Petty cash /expense card statement.

Name	E. Prasad	Statement date	3/9/20
Prepared by	E. Prasad	Sign	E. Prasad
From period	31/8/20	To period	31/8/20

Sl No	Debit to company	Debit to project	Description of expense	Amount	Bill enclosed	GST bill
11.	Summit Sale LLP	Malcarn Modi Realty LLP	A3 size SNM board	376	☑Y ☐N	☑Y ☐N
12.	11	11	A2 size boards	708	☑Y ☐N	☑Y ☐N
13.	11	Genome Valley Modi Realty LLP	A3 size boards SNM	1,132	☑Y ☐N	☑Y ☐N
14.	11	Modi Housing Pvt Ltd	A3 A2 size SNM boards	1084	☑Y ☐N	☑Y ☐N
15.	11	G.V Discovery Pvt Ltd centre	A3 size boards SNM	1,132	☑Y ☐N	☑Y ☐N
16.	11	Summit Sale LLP	A3 size SNM 15 boards	2264	☑Y ☐N	☑Y ☐N
17.					☐Y ☐N	☐Y ☐N
18.					☐Y ☐N	☐Y ☐N
19.					☐Y ☐N	☐Y ☐N
20.	Total			6696		

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	Accountant	Accounts Manager	MD
Sign:				
Date:	APPROVED BY 03 SEP 2020 E. PRASAD MANAGER-PROMOTIONS	3/9/2020	APPROVED 03 SEP 2020 A. SAMBA SIVA SR. MANAGER	

Transfer Amt to SSLLP - Logistics

2264/-

SSLLP Common Expenses
5-4-187/3 & 4, M G Road
Ranigunj, Secunderabad
State Name : Telangana, Command : 36

Journal Voucher

No. : **JOU/~~10231~~** 10224 Dated : **30-Sep-2020**

Particulars		Debit	Credit
OEUD-Consultancy Charges	*Dr*	**7,500.00**	
To TDS-7.5% Professional Charges			**563.00**
To SP-T.Krishna Mohan			**6,937.00**
On Account of : Towards Database Maintanance charges for the month of Sept ' 2020.			
		₹ 7,500.00	**₹ 7,500.00**

Prepared by: rajkumar.n Approved by

SSLLP Common Expenses
5-4-187/3 & 4, M G Road
Ranigunj, Secunderabad
State Name : Telangana, Code : 36

Journal Voucher

10225

No. : **JOU/~~10~~232**   Dated : **30-Sep-2020**

Particulars		Debit	Credit
OEUD-Consultancy Charges	*Dr*	**10,000.00**	
To SP-Bala Gopal			**10,000.00**
On Account of : Being Retainership charges for the month Aug ' 2020.			
		₹ 10,000.00	**₹ 10,000.00**

Prepared by: rajkumar.n   Approved by

SSLLP Common Expenses
5-4-187/3 & 4, M G Road
Ranigunj, Secunderabad
State Name : Telangana, Code : 36

Journal Voucher

No. : **JOU/~~10233~~** 10226

Dated : **30-Sep-2020**

Particulars		Debit	Credit
OE-TDS	*Dr*	**750.00**	
To TDS-7.5% Professional Charges			**750.00**
On Account of : Being amount credited to TDS Payable towards C Balagopal TDS deduction monthly for the month of Sept ' 2020.			
		₹ 750.00	**₹ 750.00**

Prepared by: rajkumar.n

Approved by

SSLLP Common Expenses
5-4-187/3 & 4, M G Road
Ranigunj, Secunderabad
State Name : Telangana, Code : 36

Journal Voucher

10227
No. : **JOU/~~10234~~** Dated : **30-Sep-2020**

Particulars		Debit	Credit
Rounding Off	*Dr*	**2.00**	
To GV Research Centers Private Limited			**2.00**
On Account of : being amount written off			
		₹ 2.00	**₹ 2.00**

Prepared by: rajkumar.n Approved by

SSLLP Common Expenses
5-4-187/3 & 4, M G Road
Ranigunj, Secunderabad
State Name : Telangana, Code : 36

Journal Voucher

No. : **JOU/10228**

Dated : **30-Sep-2020**

Particulars		Debit	Credit
PROMO-Print Media - Comp	*Dr*	**6,600.00**	
To SUP-Priyanka Printers - Comp			**6,600.00**
On Account of : Being amt cr to Priyanka Printers towards printing of Brown & White covers against Bill No:- 398 dt:- 18.09.2020.			
		₹ 6,600.00	**₹ 6,600.00**

Prepared by: rajkumar.n

Approved by

PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	1/10/20	Prepared by:	Gowthami
PO/WO no.	69759	PO / WO Date.	24/8/20
Supplier Name	PRIYANKA PRINTERS	PO/WO amount	6600
Firm/Company	SUMMIT Sale up Exports	Project	SUMMIT Saleup
Sl. No.	Bill No.	Bill Date	Bill amount
1.	398	18/9/20	6600
2.			
3.			
4.			
Amount A – Bills total(Excluding Transport & Hamali Charges):			

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	398	18/9/2020	83574	□ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No
Amount B –Other Credits :_				
Amount C –Other Debits :_				
Amount D (D=A+B-C) – Amount to be credited to the supplier:				6600
Amount E – PO / WO value:				6600
Amount F – Difference (A – E):				

Quantity received as per PO /WO	□ Yes □ Excess received □ Short received □ Other (explained below)
Is difference between PO / Bill acceptable?	□ Yes □ No (explained below)
Excess / short material received	□ Approved – within acceptable limits □ No (explained below)
Close PO / W?O	□ Yes □ No – wait for balance material □ No (explained below)
Advance paid / PDC given (deduct when paying)	□ Yes – Rs.____/- □ No
Payment – due date	5/10/20
Remarks:_	

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Gowthami	APPROVED BY PRASAD MANAGER					
Date	1/10/20	01 OCT 2020			1/10/20.		

Notes: 1. In case amount to be credited to supplier and the bills total does not match prepare JV for debit or credit. 2. Attach additional sheets if quantity of bills or DCs is more than the space provided. Clearly mark the space provided with 'see attachment'. 3. Purchase Officer can approve Pos/Wos upto Rs. 5,000/-, Purchase Manager and Procurement Manager to approve all bills from 5,000/- to 1,00,000/- . 4. Attach JV, Office copy of PO/WO, DCs and bills to this advice. 5. In Amount A, exclude

TAX INVOICE CASH / CREDIT

Cell : 98495 58805
93987 02763

PRIYANKA PRINTERS

★ OFFSET PRINTING ★ SCREEN PRINTING ★ LETTER PADS
★ INVITATIONS ★ VISTING CARDS ★ ID CARDS ★ BROUCHERS ★ PHAMPLATES
★ OFFICE FILES ★ STICKERS ETC.,

9-5-80/2A, Anjaiaha Nagar, Old Bowenpally, Hyderabad - 500 011, Telangana State.
Email : priyankaprinters4@gmail.com

No. 398 Date : 18/9/20

M/s Summit Sales LLP common Expenses
M.G. Road, Secunderabad-3.

Party GSTIN.

Sl No.	PARTICULARS	HSN Code	Qty	Rate	Amount Rs. Ps.
1)	Brown covers		1000	3.70	3700=00
2)	white covers		1000	2.90	2900=00

INWARD
Inward No: 481 Dt: 18/9/20
MRN No: Dt:
Received By: Samarajit Sign:
MODI PROPERTIES

E. & O.E.

Rupees Six Thousand Six hundred only.

Bank Details
Bank : Punjab & Sind Bank
A/c : 03191100022739
Branch : Secunderabad Park Lane
IFSC Code : PSIB0000319

CGST	—
SGST	—
TOTAL	6600=00

GSTIN: 36AROPK5593K1Z0
Composite Scheme

Goods once sold Cannot be taken back

For PRIYANKA PRINTERS

K Venu

Subject to Secunderabad jurisdiction

69759

Requisition Form

Company Name:	Summit Sales LLP Common Expenses	Date:	07.07.2020
Site & Phase :	Head Office	Time:	05:50 pm
		Req. No.	166108.
Material required before date:		ID No.	59305

No	Description	Size	Quantity	Units	Inward No	Date
01	Brown Covers		1000	No's		
02	White Covers		1000	No's		

Prepared By	Jai Kumar	Approved by	
Date	07.07.2020	Sign. & Date	

Note: On receipt of material at site write inward number and date in last 2 c3olumns.

Purchase Order

 24-08-2020 11:32:29

69759
21.08.20 11:16:08

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

Supplier Details			
Priyanka Printers	**Doc No**	69759	166108
1-4-5/37/A, Bholakpur, Hyderabad	**Doc Date**	24-08-2020	
	Quote No		
GSTIN -	**Quote Date**	24-08-2020	
9849558805	**SupplyType**	Supply	

Kind Attn : Mr. Venu

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	IGST	Amount
1	7610 - Stationery - printing - Brown Cover - Big - nos *Brown covers*	1,000.00	3.70	0.00	0.00	3,700.00
2	7655 - Stationery - printing - White covers - other - nos *White covers*	1,000.00	2.90	0.00	0.00	2,900.00
				Total Order Value . . .		**6,600.00**

Rupees : Six Thousand Six Hundred Only.

Terms and Conditions :-

Specification /	Brown covers, white covers
Payment Terms	After Delivery & Production of bill
Tax	All taxes included in above price.
Delivery Date	30-08-2020
Delivery Location	Head Office 5-4-187/3 & 4, II nd Floor, M.G.Road, Secunderabad - 500003 Phone. 040-66335551
Penality For Delay	Nil
Transportation	Included in the above price.
Warranty	Nil
Advance Paid	Nil
Other Terms	We reserve the right to reject items not conforming to quality and specifications.
Completion Date	30-08-2020
Measurment	Nil
Security	Nil
Remarks	

For ***Summit Sales LLP***
Authorised Signatory

Name : ______________

Contact -

Accepted the above Terms And Conditions
For ***Priyanka Printers***

Name : ______________

Date : __/__/____

SSLLP Common Expenses
5-4-187/3 & 4, M G Road
Ranigunj, Secunderabad
State Name : Telangana, Code : 36

Journal Voucher

No. : **JOU/10229** Dated : **30-Sep-2020**

Particulars		Debit	Credit
OIE- Office Expenses	*Dr*	**6,300.00**	
To SUP - Sri Kanaka Durga Enterprises New Ref **JOU/10229** **6,300.00 Cr**			**6,300.00**
On Account of : Being water bottles charges for the month of Sept ' 2020 against Bill No:- 245 dt:- 30.09.2020			
		₹ 6,300.00	**₹ 6,300.00**

Prepared by: rajkumar.n

Approved by

CASH / CREDIT MEMO

SRI KANAKA DURGA ENTERPRISES

D.B.R. Mills, Mothilal Nehru Nagar, Hyderabad. 30/9/20

Ph : 7799650133

No. 245 Date 03/10/2020

Customer Name SSLLP Common Expense

Address

S.No.	PARTICULARS	Qty. in Ltrs.	Rate Per Lt.	AMOUNT Rs.	P.
	Balance Due				
	No. of Bottles Refilled				
	for the Month of 30/9/2020	Ltrs.			
	20 Ltr. Bottles Qty. 225	-	28	6300/-	
			TOTAL	6300/-	

INWARD

Inward No: 532	Dt: 06/10/20
MRN No:	Dt:
Received By: Samarjith	Sign:
MODI PROPERTIES	

APPROVED BY
06 OCT 2020
G. JAI KUMAR
MANAGER H.R. & ADMIN

Rupees in words six thousand three hundred only

For SRI KANAKA DURGA ENTERPRISES

SRI KANAKA DURGA ENTERPRISES

Ph: 9603903186

Deposit :

Cooler :

Remark :

RO Processed, Ozonised, U/V Sterilised Packaged Drinking Water

Payment Due ★ Details of Payment made Cash /

Chq. No. Date Amount ★ Received by

Name : Summit Sabi Up Comm[illegible]

Address :

Contact Person .... Phones : ....

DATE	20 Ltr. CAN DELIVERED	RETURN CAN	BALANCE	SIGN.	REMARKS
01/09/20	08	08	12		
02/09/20	10	10	12		
03/09/20	11	11	12		
04/09/20	06	06	12		
05/09/20	09	09	12		
07/09/20	08	08	12		
08/9/20	07	07	12		
09/09/20	09	09	12		
10/09/20	11	11	12		
11/9/20	10	10	12		
12/9/20	08	08	12		

105

108
120
225

DATE	20 ltr. CAN DELIVERED	RETURN CAN	BALANCE	SIGN.	REMARKS
14/9/20	06	06	12		
15/9/20	08	08	12		
15/9/20	10	10	12		
17/9/20	11	11	12		
18/9/20	08	08	12		
19/9/20	06	06	12		
21/09/20	08	08	12		
22/9/20	09	09	12		
23/09/20	07	07	12		
24/09/20	06	06	12		
25/09/20	11	11	12		
26/09/20	10	10	12		
28/09/20	05	05	12		
29/09/20	07	07	12		
30/09/20	08	08	12		
Total: 225 Bottl					
Total: 225 Bottl					
		Checked			

01/10/20

SSLLP Common Expenses
5-4-187/3 & 4, M G Road
Ranigunj, Secunderabad
State Name : Telangana, Code : 36

Journal Voucher

No. : **JOU/10230** Dated : **30-Sep-2020**

Particulars		Debit	Credit
OEUD-House Keeping Services	*Dr*	**69,790.00**	
To SUP- Shreyas Services New Ref **JOU/10230** **69,790.00 Cr**			**69,790.00**
On Account of : Being amt cr to Shreyas Service towards Housekeeping charges for the month of sept against Bill No:- 220 dt:- 30.09. 20.			
		₹ 69,790.00	**₹ 69,790.00**

Prepared by: rajkumar.n Approved by

BILL

Ph: +91 9849371442

SHREYAS SERVICES

To M/s.: Summit Sales LLP Common Expenses
5-4-187/3 & 4, Soham Mansion,
M.G. Road, Secunderabad - 500003.

GST No.

Bill No. : 220 Month: Sep.2020
Date: 30/09/2020
GSTIN: 36ACIFS6178F2ZP
PAN NO: ACIFS6178F

Sl. No.	DESCRIPTION	QTY.	RATE	AMOUNT
1.	Housekeeping charges for the Month of Sep. 2020	–	–	69790/-

Rupees in words: Sixty nine thousand seven hundred and ninenty only

Pay: 69790/-

Total Value	69790/-
Supervision@____%	–
Grand Total	69790/-

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

CHECKED
SECURITY/SUP.
By: .... Dt: 06/10/20

APPROVED BY
06 OCT 2020
G. JAI KUMAR
MANAGER-H.R. & ADMIN

For SHREYAS SERVICES
K. Gopi
Authorised Signatory

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

Payment details for the Month of Sep. 2020.

1. Anjiyadav : 10656/-
2. Sainath : 10984/-
3. Srawank : 9344/-
4. Divya : 1967/-
5. Narsing : 10000/-
6. Shashirekha : 10000/-
7. Praveen : 8032/-

Sub Total : 60983/-

Late & other deduct : 1300/-

Total : 59683/-

Service 10% tenity : 5968/-

6%. Composit list : 3939/-

Cell phone charge (Sai) :- 200/-

Grand Total : 69790/-

Pay: 69790/-

CHECKED
SECURITY/SUP.
By:........ Dt: 06/10/20

Payment details for the Month of Sep. 2020.

1. Ansiyadar: 30+02 => 32 => 10656/-
2. Sainath : 30+02+01 => 33 => 10984/-
3. Srawankr: 26+02 => 28 => 9344/-
4. Divya : 06 => 06 => 1967/-
5. Narsing : 28+02 => 30 => 10000/-
6. Shashirekha: 28+02 => 30 => 10000/-
7. Praveen: 24 => 24 => 8032/-

Total: 60983/-

Fine and other deduction

1. Ansiyadar : 200/-
2. Srawan kr. : 500/-
3. Narsing : 200/-
4. Shashirekha: 200/-
5. Praveen : 200/-

Total: 1300/-

CHECKED
SECURITY/SUP.
By:...... Dt: 06/10/20

Attendance details for the Month of Sep. 2020.

Summit Solar LLP Common expenses

Shreyas Services

1. Ansi Yadav: office boy: 30 days Present.
Leave: Nil, Late: 21 days
Note: 14 days late Consider for late working.

2. Sainath: office boy: 30 days Present.
Leave: Nil, Late: 05 days, OT: 1.0
Note: All late Consider for late working.

3. Srawankar: office boy: 26 days Present.
Leave: 4.0, Late: 20 days
Note: 08 days late Consider for late working.

4. Divya: office lady: 06 days Present.

5. Narsing: office boy: 28 days Present.
Leave: 02 days, Late: 12 days
Note: 05 days late Consider for late work

6. Shashi Rekha: office lady: 28 days Present
Leave: 2.0 days, late: 12 days.

7. Praveen: office boy: 24 days Present
Late: 18 days
Note: all late Consider for late working

Checked
06/10/20

SSLLP Common Expenses
5-4-187/3 & 4, M G Road
Ranigunj, Secunderabad
State Name : Telangana, Code : 36

Journal Voucher

No. : **JOU/10231** Dated : **30-Sep-2020**

Particulars		Debit	Credit
OEUD-House Keeping Services	*Dr*	**24,036.00**	
To SUP- Shreyas Services New Ref **JOU/10231** **24,036.00 Cr**			**24,036.00**
On Account of : Being amt cr to Shreyas Service towards Housekeeping charges for the month of Apr ' 20 against Bill No:- 133 dt:- 30. 04.2020.			
		₹ 24,036.00	**₹ 24,036.00**

Prepared by: rajkumar.n Approved by

SHREYAS SERVICES

To: Summit Solar Lap Commer Enfa[illegible]
5-4-187/3 & 4, Soham Mansion,
M.G. Road, Secunderabad - 500003

GST No.

Bill No.: 133 Month: April 2020
Date: 30-04-2020
GSTIN: 36ACIFS6178F2ZP
PAN NO: ACIFS6178F

Sl. No.	DESCRIPTION	QTY	RATE	AMOUNT
1.	Housekeeping charges for the Month of April 2020	–	–	24036/-

Rupees in words: Twenty four thousand and thirty six only.

Pay. 24036/-

Total Value	24036/-
Supervision@____%	–
Grand Total	24036/-

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

04/05/20

For SHREYAS SERVICES

K. Gupi

Authorised Signatory

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

SSLLP Common Expenses
5-4-187/3 & 4, M G Road
Ranigunj, Secunderabad
State Name : Telangana, Code : 36

Journal Voucher

No. : **JOU/10232** Dated : **30-Sep-2020**

Particulars		Debit	Credit
OEUD-Consultancy Charges	*Dr*	**10,000.00**	
To SP-Bala Gopal New Ref **JOU/10232** **10,000.00 Cr**			**10,000.00**
On Account of : Being Retainership charges for the month Sept ' 2020.			
		₹ 10,000.00	**₹ 10,000.00**

Prepared by: rajkumar.n Approved by

SSLLP Common Expenses
5-4-187/3 & 4, M G Road
Ranigunj, Secunderabad
State Name : Telangana, Code : 36

Journal Voucher

No. : **JOU/10233** Dated : **30-Sep-2020**

Particulars		Debit	Credit
OTHLOAN- TDS Receivable 20 - 21	*Dr*	**506.00**	
To Modi Realty Mallapur LLP			**506.00**
On Account of : Being TDS Receivable from GMR towards against Bill No:- 10032.			
		₹ 506.00	**₹ 506.00**

Prepared by: rajkumar n Approved by

SSLLP Common Expenses
5-4-187/3 & 4, M G Road
Ranigunj, Secunderabad
State Name : Telangana, Code : 36

Journal Voucher

No. : **JOU/10234** Dated : **30-Sep-2020**

Particulars		Debit	Credit
OTHLOAN- TDS Receivable 20 - 21	*Dr*	**3,782.00**	
To Modi Realty Mallapur LLP			**3,782.00**
On Account of : Being TDS Receivable from GMR towards against Bill No:-10046.			
		₹ 3,782.00	**₹ 3,782.00**

Prepared by: rajkumar.n Approved by

SSLLP Common Expenses
5-4-187/3 & 4, M G Road
Ranigunj, Secunderabad
State Name : Telangana, Code : 36

Journal Voucher

No. : **JOU/10235** Dated : **30-Sep-2020**

Particulars		Debit	Credit
OTHLOAN- TDS Receivable 20 - 21	*Dr*	**270.00**	
To Modi Realty Mallapur LLP			**270.00**
On Account of : Being TDS Receivable from GMR towards against Bill No:- 10071			
		₹ 270.00	**₹ 270.00**

Prepared by: rajkumar n Approved by

SSLLP Common Expenses
5-4-187/3 & 4, M G Road
Ranigunj, Secunderabad
State Name : Telangana, Code : 36

Journal Voucher

No. : **JOU/10236** Dated : **30-Sep-2020**

Particulars		Debit	Credit
OTHLOAN- TDS Receivable 20 - 21	*Dr*	**4,008.00**	
To Modi Realty Mallapur LLP			**4,008.00**
On Account of : Being TDS Receivable from GMR towards against Bill No:-10083.			
		₹ 4,008.00	**₹ 4,008.00**

Prepared by: rajkumar n Approved by

SSLLP Common Expenses
5-4-187/3 & 4, M G Road
Ranigunj, Secunderabad
State Name : Telangana, Code : 36

Journal Voucher

No. : **JOU/10237** Dated : **30-Sep-2020**

Particulars		Debit	Credit
OTHLOAN- TDS Receivable 20 - 21	*Dr*	**720.00**	
To Modi Realty Mallapur LLP			**720.00**
On Account of : Being TDS Receivable from GMR towards against Bill No:-10097.			
		₹ 720.00	**₹ 720.00**

Prepared by: rajkumar.n Approved by

SSLLP Common Expenses
5-4-187/3 & 4, M G Road
Ranigunj, Secunderabad
State Name : Telangana, Code : 36

Journal Voucher

No. : **JOU/10238** Dated : **30-Sep-2020**

Particulars		Debit	Credit
OTHLOAN- TDS Receivable 20 - 21	*Dr*	**225.00**	
To Villa Orchids LLP			**225.00**
On Account of : Being TDS Receivable from VOCLLP towards against Bill NO; - 10100			
		₹ 225.00	**₹ 225.00**

Prepared by: rajkumar n

Approved by

SSLLP Common Expenses
5-4-187/3 & 4, M G Road
Ranigunj, Secunderabad
State Name : Telangana, Code : 36

Journal Voucher

No. : **JOU/10239** Dated : **30-Sep-2020**

Particulars		Debit	Credit
TDS-1.5% Contract	*Dr*	**1,853.00**	
To SUP- Summit Sales Llp			**1,853.00**
On Account of : Towards TDS for the month of Sep-20			
		₹ 1,853.00	**₹ 1,853.00**

Prepared by: rajkumar.n Approved by