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

Journal Voucher

No. : **JOU/11772** 11781 Dated : **5-Mar-21**

Particulars		Debit	Credit
SAL-Food & Brverage	*Dr*	**825.00**	
OIE-Automobile & Hire Charges	*Dr*	**242.00**	
OIE-Repairs & Maintenance- 4 Wheeler	*Dr*	**290.00**	
To ECARD-Shankar D			**1,357.00**
On Account of : being amt cr to Shanker expenses card towards food allowances given to Ch Krishna went to AGH project and toll charges paid, Narender went to AGH and purchase of engine oil for TATA Winger.			
		₹ 1,357.00	**₹ 1,357.00**

Prepared by: rajkumar.n

Approved by

Weekly Petty cash /expense card statement.

Name	D. Shiva Sravan	Statement date	08/03/2021
Prepared by	D. Shiva Sravan	Sign	Shiv
From period	02/03/2021	To period	08/03/2021

SI No	Debit to company	Debit to project	Description of expense	Amount	Bill enclosed	GST bill
1.	SS LLP LOGISTICS		food Allowance (Ch.krishna)	278	☐Y ☒N	☐Y ☒N
2.	SS LLP LOGISTICS		Toll charges of AGH	118	☒Y ☐N	☐Y ☒N
3.	SS LLP LOGISTICS		food Allowance P.Naresh	550	☐Y ☒N	☐Y ☒N
4.	SS LLP LOGISTICS		Stee charges filling station P.Naresh	290	☒Y ☐N	☐Y ☒N
5.	SS LLP LOGISTICS		Toll charges of AGH P.Naresh	124	☒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.					☐Y ☐N	☐Y ☐N
11.			Total:	1357		

Amount to be credited by	☐ Transfer to expense card, ☐ Cash reimbursement, ☐ Transfer to personal a/c. ☐ Other:			
Approved by:	Div. Manager	Accountant	Accounts Manager	MD
Sign:	APPROVED BY 05 MAR 2021 G. JAI KUMAR		APPROVED BY 05 MAR 2021 A. SAMBA SIVA RAO MANAGER-ACCOUNTS	
Date:		5/3/21		

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 receipted 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

DEBIT VOUCHER

SUMMIT SALES LLP COMMON EXPENSES
Soham Mansion, 5-4-187/3 And 4,
3rd Floor, M.G. Road,
SECUNDERABAD-500 003.

SUMMIT SALES LLP LOGISTICS
5-4-187/3 & 4, IInd Floor,
Soham Mansion, M.G. Road,
SECUNDERABAD-500 003.

Voucher No. ______________

A/c. ______________________________ Date : 02-03-2021

	Rs.	Ps.
Paid to Toll Charges		
towards I went with CR prabhaker Raddy and Adit Narender Raddy to AHH on 01-03-2021	118	00
Rupees One hundred and Eighteen Only		
Paid by Cheque / Cash — Cheque No. ______ Dated ______ Drawn on Bank ______	118	00

APPROVED BY
02 MAR 2021
G. JAI KUMAR
MANAGER-H.R. & ADMIN

Prepared by Approved by Receiver's Signature

DEBIT VOUCHER

SUMMIT SALES LLP COMMON EXPENSES
Soham Mansion, 5-4-187/3 And 4,
3rd Floor, M.G. Road,
SECUNDERABAD-500 003.

SUMMIT SALES LLP LOGISTICS
5-4-187/3 & 4, IInd Floor,
Soham Mansion, M.G. Road,
SECUNDERABAD-500 003.

Voucher No. ______

A/c. ______ Date : 02-03-2021

	Rs.	Ps.
Paid to Refreshment Allowance (Ch. Krishna)		
towards I went to AHH for Registration work and Adit team to AHH	275=00	
Given by Jai Kumar Sir.		
Rupees Two hundred and Seventy five. Only		
Paid by Cheque/Cash — Cheque No. [ ] Dated [ ] Drawn on Bank [ ]	275=00	

APPROVED BY
02 MAR 2021
G. JAI KUMAR
MANAGER-H.R. & ADMIN

Prepared by   Approved by   Receiver's Signature

DEBIT VOUCHER

SUMMIT SALES LLP COMMON EXPENSES
Soham Mansion, 5-4-187/3 And 4,
3rd Floor, M.G. Road,
SECUNDERABAD-500 003.

SUMMIT SALES LLP LOGISTICS
5-4-187/3 & 4, IInd Floor,
Soham Mansion, M.G. Road,
SECUNDERABAD-500 003.

Voucher No. ______

A/c. ______ Date : 05/03/2021

	Rs.	Ps.
Paid to P. Narender		
towards food Allowance for Miryalguda	278	00
Trip 03/03/2021 to 04/03/2021	278	00
Rupees five Hundred fifty Rupees only		
Paid by Cheque / Cash ✓ — Cheque No. — Dated — Drawn on Bank	550	00

APPROVED BY
05 MAR 2021
G. JAI
MANAGER-H.R. & ADMIN

Prepared by — Approved by — Receiver's Signature

DEBIT VOUCHER

SUMMIT SALES LLP COMMON EXPENSES
Soham Mansion, 5-4-187/3 And 4;
3rd Floor, M.G. Road;
SECUNDERABAD-500 003.

SUMMIT SALES LLP LOGISTICS
5-4-187/3 & 4, IInd Floor,
Soham Mansion, M.G. Road,
SECUNDERABAD-500 003.

Voucher No. ____________

A/c. ______________________ Date : 08/03/2021

Particulars	Rs.	Ps.
Paid to N.A.M. EXPRESSWAY Limited		
towards Toll charges of mysore road	124	00
TRIP ID: 210304125415079330		
ID: 210303143008037 18		
Rupees One Hundred Twenty four		
Only		
Paid by ~~Cheque~~ / Cash ✓ — Cheque No. ____ Dated ____ Drawn on Bank ____	124	00

APPROVED BY
05 MAR 2021
G. JAI KUMAR
MANAGER - HR & ADMIN

Prepared by   Approved by   Receiver's Signature

DEBIT VOUCHER

SUMMIT SALES LLP COMMON EXPENSES
Soham Mansion, 5-4-187/3 And 4,
3rd Floor, M.G. Road,
SECUNDERABAD-500 003.

SUMMIT SALES LLP LOGISTICS
5-4-187/3 & 4, IInd Floor,
Soham Mansion, M.G. Road,
SECUNDERABAD-500 003.

Voucher No. ______

A/c. ______ Date : 05/03/21

	Rs.	Ps.
Paid to Sree Charan filling station		
towards Purchasing of Engine oil	290	00
Bill no's 3558		
Rupees Two Hundred Ninety Rupees only		
Paid by Cheque / Cash — Cheque No. ____ Dated ____ Drawn on Bank ____	290	00

APPROVED BY
05 MAR 2021
G. J... R
MANAGER-H.R. & ADMIN

Prepared by   Approved by   Receiver's Signature

SSLLP Logistics (20-21)
5-4-187/3 & 4, M G Road
Ranigunj, Secunderabad

Journal Voucher

No. : **JOU/11782** Dated : **9-Mar-21**

Particulars		Debit	Credit
OTHLOAN- TDS Receivable 20 - 21	*Dr*	**6,693.00**	
To Modi Realty Mallapur LLP			**6,693.00**
On Account of : Being TDS Receivable from GMR towards against Bill NO:- 11116.			
		₹ 6,693.00	**₹ 6,693.00**

Prepared by: rajkumar.n

Approved by

SSLLP Logistics (20-21)
5-4-187/3 & 4, M G Road
Ranigunj, Secunderabad

Journal Voucher

No. : **JOU/11783** Dated : **9-Mar-21**

Particulars		Debit	Credit
GST Payable	*Dr*	**8,79,167.00**	
To OTHLOAN-Summit Sales LLP			8,79,167.00
On Account of : Being amt cr to SSLLP towards GST Payment for the month of Mar ' 2020; payment made from SSLLP.			
		₹ 8,79,167.00	**₹ 8,79,167.00**

Prepared by: rajkumar.n Approved by

SSLLP Logistics (20-21)
5-4-187/3 & 4, M G Road
Ranigunj, Secunderabad

Journal Voucher

No. : **JOU/11784** Dated : **9-Mar-21**

Particulars		Debit	Credit
OTHLOAN- TDS Receivable 20 - 21	*Dr*	**332.00**	
To Modi Realty Pocharam LLP			**332.00**
On Account of : Being TDS Receivable from NGH towards against Bill No:- 11189.			
		₹ 332.00	**₹ 332.00**

Prepared by: rajkumar.n

Approved by

SSLI Logistics
5-4-187/3 & 4, M G Road
Ranigunj, Secunderabad
State Name : Telangana, Code : 36

Journal Voucher

No. : **JOU/11775** 11785 | Dated : **9-Mar-21**

Particulars		Debit	Credit
OIE-Petrol/Diesiel/Kerosene/Oil	*Dr*	**1,930.00**	
To BPCL			**1,930.00**
On Account of : Being amt cr to BPCL towards petrol expenses of B Shekappa for the period from 01.10.20 to 25.11.20 as per attached sheet and Bills enclosed.			
		₹ 1,930.00	**₹ 1,930.00**

Prepared by: rajkumar.n

Approved by

CONVEYANCE CHART

Employee Name : B S Lokappa, Designation: Driver, Site / Company: Head office / SSUP logistics

Date	Opening Meter Reading	Closing Meter Reading	Total Kms.	Visiting Place From	Visiting Place To	Description of Work
			15	SSUP	SOV	
02/11/20			09	SOV	Vista Home	Material Slitting
"			20	Vista Home	SSUP	
"						
05/11/20		389	30	Head office	Mallapur	Labour Pickup &
05/11/20		214	30	Mallapur	Head office	drop
		383				
09/11/20		220	20	~~Hea~~ Plot No:280	Head office	Material & Slitting
"		1,206	20	Head office	Plot No:280	
10/11/20		x1460	25	Head office	~~Fir~~ Firm Nagar	Madam Pick up &
"			15	Firm Nagar	Plot No:280	drop.
12/11/20		1930	30	Head office	Mallapur	Labour Pickup &
" "			30	Mallapur	Head office	drop.
15/11/20			30	Head office	SOV	Material Slitting
"			15	SOV	SSUP	
"			30	SSUP	Head office	
17/11/20			30	Head office	Mallapur	labour Pick up &
			30	Mallapur	Head office	~~drop~~ drop

Total Kms.: 389 Rate ______ Amount Rs. ______ Paid on ______ Employee's Signature ______ Approved by : ______ Paid by : ______

CONVEYANCE CHART

Employee Name :__________, Designation:__________, Site / Company:__________

Date	Opening Meter Reading	Closing Meter Reading	Total Kms.	Visiting Place		Description of Work
				From	To	
20/11/20			30	H.O	Sov	Car pick from Sov &
〃			30	Sov	H.O	drop at H.O
22/11/20			31	Head office	Mallapur	labour Pickup &
〃			31	Mallapur	Head office	drop.
24/11/20			25	Head office	Plot NO:-280	Plywood Bag.
〃			25	Plot NO:-280	Head office	
25/11/20			21	Head office	Sov	Just vehicle pickup
〃			21	Sov	Head office	from Sov ~~to~~ & drop at H.O

Total Kms.: 214 Rate ______ Amount Rs.______ Paid on ______ Employee's Signature ______ Approved by : ______ Paid by : ______

CONVEYANCE CHART

Employee Name : B. Slukappa, Designation: Driver, Site / Company: Head office (VSLLP-logistics)

Date	Opening Meter Reading	Closing Meter Reading	Total Kms.	Visiting Place From	Visiting Place To	Description of Work
01/10/20			30	Head office	Mallapur	Labour Pickup & drop
"			30	Mallapur	Head office	
03/10/20			31	Head office	SOV	
"			20	SOV	Vista Home	Material Shifting
"			35	Vista Home	Head office	
06/10/20			19	Plot NO: 280	Head office	Inward Bag
"			19	Head office	Plot NO: 280	
08/10/20			13	SSLLP	SOV	
" "			19	SOV	Vista Home	Material Shifting
" "			17	Vista Home	VSLLP	
10/10/20			30	Head office	Mallapur	Labour Pickup & drop
"			30	Mallapur	Head office	
12/10/20			19	SSLLP	Vista Home	Material shifting
"			19	Vista Home	VLLP	
15/10/20			30	Head office	Mallapur	Labour Pickup & drop
			30	Mallapur	Head office	

Total Kms.: 383 Rate ______ Amount Rs.______ Paid on ______ Employee's Signature [signature] ______ Approved by : ______ Paid by : ______

CONVEYANCE CHART

Employee Name : B. Shekappa, Designation: Driver, Site / Company: Head office (SSLp-logistics)

Date	Opening Meter Reading	Closing Meter Reading	Total Kms.	Visiting Place From	Visiting Place To	Description of Work
17/10/20			30	Head office	Mallapur	Labour Pickup &
4			30	Mallapur	Head office	drop
20/10/20			19	SSLp	Sov	Material Shifting
4			19	Sov	SSLp	
23/10/20			31	Head office	SSLp	Material Shifting
4			31	SSLp	Head office	for H.O Purpose
24/10/20			30	H.O	Mallapur	labour pickup/drop.
			30	Mallapur	H.O	

Total Kms.: 220 Rate ____ Amount Rs. ____ Paid on ____ Employee's Signature [signature] ____ Approved by : ____ Paid by : ____

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

Journal Voucher

No. : **JOU/11777** 11786 | Dated : **9-Mar-21**

Particulars		Debit	Credit
OIE-Petrol/Diesiel/Kerosene/Oil	*Dr*	**1,953.00**	
To BPCL			**1,953.00**
On Account of : Being amt cr to BPLC towards petro expenses of K Prabhakar Reddy for the period from 16.12.20 to 15.01.21 as per attached sheet and bills enclosed			
		₹ 1,953.00	**₹ 1,953.00**

Prepared by: rajkumar.n

Approved by

6/12/20 - 9/01/21

CONVEYANCE CHART

Employee Name : K. Prabhakar Rao, Designation: Sr manager, Site / Company: SSCP

Date	Opening Meter Reading	Closing Meter Reading	Total Kms.	Visiting Place From	Visiting Place To	Description of Work
16/12/21		1061-	15	OD	Nallakunta	M.serv
" "		892	12	office	Vallabhnagar	
17/12		1953	28	" "	Balanagar	fno
18/12			30	office-OD	Jubilee Hills	Dharani workshop
"	Car	* Car	60	office	Medchal	
23/12	60		15	" "	Keesara	fno
"	60		12	office	Vallabhnagar	- 137, 84 - Sonoc
"	60		18	"	Balanagar	
24/12	65	bills	30	office	Kapra.	
26/12	60	513 - by bills	12	office	Vallabhnagar	11 - VOC
28/12			30	OD	Uppal	Sov - 56.
30/12	305	X1.74	30	OD	Uppal	
"		892	28	"	Malkajgiri -	CHT - TESAL - 29/12/21
"			30	office	Kapra	fno -
31/12			30	"	Uppal	
04/01/21		* Car	60	office	Medchal	fno -
5/01/21		Car	65	office	Shamirpet	06 - KARM
6/01			18	office	Mushirabad	M.serv.
8/01			30	OD	Uppal	47, 68, 92 - Sov
"			12	office	Vallabhnagar	
"			28	"	Balanagar	fno
"	305		45	office	Kapra & Uppal	E-403, E-107.
9/1	X3.48		15	OD	Nallakunta	M.serv
"		1061 Car *	60	office	Ghatkesar	fno -

CHECKED
SECURITY/SUP.
BY: DT: 9/01/21

Total Kms.: 113 km Rate ______ Amount Rs.______ Paid on ______ Employee's Signature ______ Approved by : ______ Paid by : ______

CONVEYANCE CHART

Employee Name :__________, Designation:__________, Site / Company:__________

Date	Opening Meter Reading	Closing Meter Reading	Total Kms.	Visiting Place From	Visiting Place To	Description of Work
13/1/21		Car *	60	OD	~~Shahkesar~~	Sy. No. 97 - Do clearance
13/1			30	11	~~Kappe~~	12/01/21 11
13/01			15	OD	~~Nickule~~	M-Scan
			305		1061 - by Car	
			X3.48		892 - by bike	
713 105			1061			
					1953	
818	Car @ 305 kms		513			
	Bike @ 513 kms		x1.74			
			892			

Total Kms.: 105 Km Rate ____ Amount Rs.____ Paid on ____ Employee's Signature ____ Approved by : ____ Paid by : ____

CHECKED SECURITY/SUP. By: Dt. 16/01/21

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

Journal Voucher

No. : **JOU/11777** 11787 Dated : **9-Mar-21**

Particulars		Debit	Credit
OIE-Petrol/Diesiel/Kerosene/Oil	*Dr*	**4,071.00**	
To BPCL			**4,071.00**
On Account of : Being amt cr to BPLC towards petro expenses of Ch Ramesh for the period from 15.01.21 to 13.02.21 as per attached sheet and bills enclosed			
		₹ 4,071.00	**₹ 4,071.00**

Prepared by: rajkumar.n

Approved by

CONVEYANCE CHART

Employee Name : CH. Ramesh, Designation: C. R. Executive, Site / Company: S.S.L.P

Date	Opening Meter Reading	Closing Meter Reading	Total Kms.	Visiting Place From	Visiting Place To	Description of Work
15/01/21			08	off	Ashok Nagar	ACC Doc
			10	Ashok Nagar	Begum Pet	
	324		18	Begum Pet	LIC	NE-Doc Cn
	319		18	LIC	off	
	244		04	off	GPO	AGH-Doc
	274		18	GPO	Felam Nagar	
	330		18	Felam Nagar	RTC	"
	371		10	RTC	off	
	319		15	off	Mallapur	SOV_Doc Cn
	159		20	Mallapur	Alwal	
			15	Alwal	off	GHT. Doc
16/01/21	2340 x 1.74		10	O/O	RTC	
			14	RTC	Alwal	"
	= 4071/-		10	Alwal	Sec-bad	
			05	Sec-bad	off	ACC Doc
			18	~~Felam Nagar~~ off	Felam Nagar	
	CHECKED SECURITY/SUP.		18	Felam Nagar	GPO	AGH-Doc
	Dt: 25/01/21		14	GPO	LIC	
			18	LIC	off	"
18/01/21	By:		15	off	J. Hills	P, NE-Doc
			12	J. Hills	Alwal	
			18	Alwal	RTC	SOV-and GHT. Doc
			10	RTC	off	
			08	off	Himal Nagar	"

Total Kms.: 324 Rate ______ Amount Rs. ______ Paid on ______ Employee's Signature ______ Approved by ______ Paid by : ______

CONVEYANCE CHART

Employee Name :________, Designation:________, Site / Company:________

Date	Opening Meter Reading	Closing Meter Reading	Total Kms.	Visiting Place From	Visiting Place To	Description of Work
			14	Himal Nagar	Bohiepally	NE-Doc
			10	Bohiepally	off	
19/01/21			08	off	Himal Nagar	SOV-Doc cn
			18	Himal Nagar	Bolaram	
			18	Bolaram	RTC	
			10	RTC	off	KNM-Doc
			18	off	Felam Nagar	
			16	Felam Nagar	Narayanaguda	AGH-Doc
			12	Narayanaguda	off	
20/01/21			08	off	Himal Nagar	
			10	Himal Nagar	Ramatapur	SOV-Doc cn
			28	Ramatapur	LIC	
			18	LIC	off	
21/01/21			15	off	J. Hills	SOU and. NE-cn
			22	J. Hills	Ramatapur	
			10	Ramata	RTC	
			10	RTC	off	KNM-Doc
			08	off	Banjara Hills	
			18	Banjara Hills	LIC	
			18	LIC	RTC	SOV-Doc cn
			10	RTC	off	
22/01/21			04	off	Gandhi Nagar	
			10	Gandhi Nagar	Begumpet	NE-Doc
			06	Begumpet	off	

CHECKED
SECURITY/SUP.
By: Dt: 28/01/21

Total Kms.: 319 Rate ______ Amount Rs.______ Paid on ______ Employee's Signature ______ Approved by ______ Paid by : ______

CONVEYANCE CHART

Employee Name :, Designation:, Site / Company:

Date	Opening Meter Reading	Closing Meter Reading	Total Kms.	Visiting Place From	Visiting Place To	Description of Work
			10	off	Rasoolpura	Vista Doc
			14	Rasoolpura	Alwal	
			18	Alwal	RTC	SOV-Doc cn
			10	RTC	off	
			08	off	Himat Nagar	
			14	Himat Nagar	Begampet	Acc Doc cn
			14	Begampet	LIC	
			18	LIC	off	
23/01/21			04	O/D	Gandi Nagar	AGH-Doc
			08	Gandi Nagar	Begampet	
			06	Begampet	off	
			14	off	Nacharam	SOV-Doc cn
			18	Nacharam	Ameerpet	
			10	Ameerpet	RTC	NE-Doc
			10	RTC	off	
			10	off	Banjara Hills	
			08	Banjara Hills	Patani	SOV-Doc cn
			04	Patani	off	
25/01/21			04	O/D	Bata	
			06	Bata	Begampet	Acc Doc
			06	Begampet	off	
			14	off	Ramanthpur	
			18	Ramanthpur	Begampet	SOV-Doc cn
			10	Begampet	RTC	
			10	RTC	off	

CHECKED
SECURITY/SUP.
BY: Dt:

Total Kms.: 244 Rate ______ Amount Rs. ______ Paid on ______ Employee's Signature ______ Approved by ______ Paid by : ______

CONVEYANCE CHART

Employee Name :______________, Designation:______________, Site / Company:______________

Date	Opening Meter Reading	Closing Meter Reading	Total Kms.	Visiting Place From	Visiting Place To	Description of Work
			10	off	Bohiepally	NE-Doc Cn
			14	Bohiepally	Alwal	
			20	Alwal	RTC	GHT Doc
			10	RTC	off	
			06	off	Begumpet	"
			06	Begumpet	off	
27/01/21			08	off	Ashok Nagar	NE-Doc
			18	Ashok Nagar	LIC	
			18	LIC	RTC	
			10	RTC	off	SOU-Doc Cn
			30	off	Somajiguda	
			35	Somajiguda	RTC	"
			10	RTC	off	
			04	off	GPO	AGH-Doc
			05	GPO	Begumpet	
			06	Begumpet	off	
28/01/21			04	OD	Bata	
			08	Bata	Ameerpet	SOU and NE-Doc
			08	Ameerpet	off	
			10	off	Bohiepally	
			10	Bohiepally	Begumpet	NE-Doc
			06	Begumpet	off	
29/01/21			08	off	Ashok Nagar	
			10	Ashok Nagar	Begumpet	SOU-Doc Cn

CHECKED
SECURITY/SUP.
By: Dt: 28/01/21

Total Kms.: 274 Rate ______ Amount Rs.______ Paid on ______ Employee's Signature ______ Approved by :______ Paid by :______

CONVEYANCE CHART

Employee Name : ______, Designation: ______, Site / Company: ______

Date	Opening Meter Reading	Closing Meter Reading	Total Kms.	Visiting Place From	Visiting Place To	Description of Work
			14	Begumpet	LIC	Sov-Doc
			18	LIC	off	
			06	off	Begumpet	
			18	Begumpet	Ramatapur	Sov-and NE-Doc
			18	Ramatapur	Sec-bad	
			05	Sec-bad	off	"
30/01/21			18	off	Ramatapur	
			19	Ramatapur	Begumpet	
			10	Begumpet	RTC	NE-Doc
			10	RTC	off	
			15	off	Mallapur	"
			30	Mallapur	LIC	Sov-Cn
			14	LIC	Begumpet	
			06	Begumpet	off	Acc-Doc
01/02/21			04	OD	GPO	
	CHECKED SECURITY/SUP.		14	GPO	Nacharam	
		Dt. 28/02/21	18	Nacharam	Uppal	NE-Doc Cn
			20	Uppal	off	
			08	off	Ashok Nagar	
	By:		18	Ashok Nagar	LIC	Sov and NE-Doc
			14	LIC	Begumpet	
			06	Begumpet	off	
2/02/21			08	off	Ashok Nagar	Acc Doc
			18	Ashok Nagar	Alwal	

Total Kms.: 330 Rate ______ Amount Rs. ______ Paid on ______ Employee's Signature ______ Approved by: ______ Paid by : ______

CONVEYANCE CHART

Employee Name :________, Designation:________, Site / Company:________

Date	Opening Meter Reading	Closing Meter Reading	Total Kms.	Visiting Place		Description of Work
				From	To	
			14	Alwal	Begumpet	GHT-Doc
			06	Begumpet	off	
3/02/21			18	off	Bolaram	SOV and GHT-Doc
			30	Bolaram	LIC	
			24	LIC	Nacharam	SOV-Doc
			14	Nacharam	off	
4/02/21			06	off	I.C.I.C.I	
			14	I.C.I.C.I	LIC	SOV-Doc B.R.G.B
			30	LIC	SOV	
			20	SOV	off	SOV-Doc
			06	off	Begumpet	
			15	Begumpet	Mallapur	
			18	Mallapur	RTC	NE-Doc
			10	RTC	off	
5/02/21			08	off	Vallabh Nagar	
			12	Vallabh Nagar	J. Hills	Visite Doc
			18	J. Hills	RTC	
			10	RTC	off	
			18	off	Feelam Nagar	AGH-Doc
			30	Feelam Nagar	Nacharam	
			14	Nacharam	RTC	NE- and SOV Doc
			10	RTC	off	
6/02/21			08	off	Himat Nagar	SOV-Doc
			18	Himat Nagar	LIC	

CHECKED SECURITY/SUP. BY: 23/02/21

Total Kms.: 321 Rate ______ Amount Rs.______ Paid on ______ Employee's Signature ______ Approved by ______ Paid by : ______

CONVEYANCE CHART

Employee Name :, Designation:, Site / Company:

Date	Opening Meter Reading	Closing Meter Reading	Total Kms.	Visiting Place From	Visiting Place To	Description of Work
			24	LIC	Ramatepur	SOV - Doc ch
			18	Ramatepur	off	
8/02/21			04	off	GPO	B.R.G.B Doc
			18	GPO	LIC	
			14	LIC	Alwal	"
			14	Alwal	off	
			08	off	Ashok Nagar	SOV - Doc
			12	Ashok Nagar	Ramatepur	
			18	Ramatepur	Begumpet	
			06	Begumpet	off	Acc Doc
9/02/21			20	off	SOV	
			24	SOV	Ameerpet	
			14	Ameerpet	RTC	SOV - Doc ch
			10	RTC	off	
10/02/21			06	off	Begumpet	
			14	Begumpet	LIC	Acc Doc and R.M.C - Doc
			18	LIC	RTC	
			10	RTC	off	
11/02/21			08	off	Himayat Nagar	SOV - Doc ch
			18	Himayat Nagar	LIC	
			18	LIC	RTC	
			10	RTC	off	NE - Doc
			08	off	Ashok Nagar	
			~~0~~05	Ashok Nagar	Himayat Nagar	"

CHECKED SECURITY/SUP. By: Dt: 23/02/21

Total Kms.: 319 Rate ______ Amount Rs.______ Paid on ______ Employee's Signature ______ Approved by ______ Paid by : ______

CONVEYANCE CHART

Employee Name :__________, Designation:__________, Site / Company:__________

Date	Opening Meter Reading	Closing Meter Reading	Total Kms.	Visiting Place		Description of Work
				From	To	
			05	Himal Nagar	RTC	SOU - Doc Cn
			10	RTC	off	
12/02/21			15	off	Kolpara S.RO	NE - Doc
			20	Kolpara S.RO	Kolpara S.RO	
			35	Kolpara S.RO	RTC	"
			10	RTC	off	
13/02/21			18	off	Falguni Nagar	A.GH - Doc
			18	Falguni Nagar	Alwal	
			18	Alwal	RTC	"
			10	RTC	off	
				off	Lal Bazar	SOU Doc and. Ch
				Lal Bazar	Narotam	
				Narotam	RTC	"
				RTC	off	

CHECKED
SECURITY/SUP.
DT. 22/02/21

Total Kms.: 159 Rate ______ Amount Rs.______ Paid on ______ Employee's Signature ______ Approved by : ______ Paid by : ______

SSLLP Lo[illegible]tics
5-4-187/3 & 4, M G Road
Ranigunj, Secunderabad
State Name : Telangana, Code : 36

Journal Voucher

: **JOU/11778** 11788

Dated : **9-Mar-21**

Particulars		Debit	Credit
OIE-Petrol/Diesiel/Kerosene/Oil	*Dr*	**3,968.00**	
To BPCL			**3,968.00**
On Account of : Being amt cr to BPLC towards petro expenses of Venkatramana Reddy for the period from 16.12.20 to 13.02.21 as per attached sheet and bills enclosed			
		₹ 3,968.00	**₹ 3,968.00**

Prepared by: rajkumar.n

Approved by

CONVEYANCE CHART

Employee Name : Ch. VenkatRamana Reddy Designation: Asst manager - , Site / Company:

Date	Opening Meter Reading	Closing Meter Reading	Total Kms.	Visiting Place From	Visiting Place To	Description of Work
16/12/20			35	Alkapuri	colony to -	Aos sign
			31	- Silver oak	134 to -	" "
	484		28	- Nacharam	to off	Collections
	485					
22/12/20	372		10	H. off to -	SBI. RAnepeto -	Bank works
	501		18	- Himayath	nagar to -	" "
	365		27	- Silver oak	Ville 105 to -	payments
	74		32	- Haripuri	colony to off	" "
24/12/20	2281	x1.74	36	Chanikya	puri to -	Customer works
			27	- Silver oak	134 to -	" "
	= 3968		22	- Mansoorabad	to off	" "
			12	off to. SBI.	RAnepet -	Bank payments
			14	- Himayath	nagar to -	" "
			23	- Haripuri	Colony	" "
29/12/20			12	H. off to.	Begumpet to -	Charted Sngum works
			22	- Ameer	pet to -	
			27	- Sai nagar	colony to off	" "
30/12/20			34	Chaninkya	puri to -	Aos collection
			28	- Silver oak	106.105 to -	" "
			12	- SBI	RAnepe to -	Documentation
			14	- Himayath	nagar to -	Bank works
			20	- DD. colony	to - off	

CHECKED
SECURITY/SUP.
By:
Dt: 25/01/21

Total Kms.: 484 Rate ______ Amount Rs.______ Paid on ______ Employee's Signature ______ Approved by : ______ Paid by : ______

CONVEYANCE CHART

Employee Name : Ch. Venkat Ramana Reddy, Designation: Asst Manager, Site / Company: ____________

Date	Opening Meter Reading	Closing Meter Reading	Total Kms.	Visiting Place From	Visiting Place To	Description of Work
4/1/21			24	H. off to:	Chilukanagar to -	Customer payments
			28	- Silveroak	Hig to -	" "
			25	- Hari	puri colony	" "
5/1/21			32	Sai nagar	colony to -	Document collection
			27	- Silver	oak 150 to -	" "
			29	- Mansoorabad	to off	" "
			32	off to -	Charted Engineer to -	project work
			24	- Alkapuri	colony.	" "
7/1/21			32	Alkapuri	colony to -	AOs collection
			28	- Silver oak	123 to -	" "
			34	- Medipally	to off	" "
			12	off to -	SBI. RKpet to -	Documentation
			14	- DD	colony to -	" "
			26	- Silveroak	123, 125 to -	" "
			32	- Lalitha	nagar.	
9/2/21			36	H. off to:	Charted Engineer to -	project work
			26	- S.R.	nagar to -	" "
			24	- Alkapuri	colony.	

CHECKED
SECURITY/SUP.
By: Dt: 28/01/21

Total Kms.: 485 Rate ______ Amount Rs. ______ Paid on ______ Employee's Signature ______ Approved by: ______ Paid by : ______

CONVEYANCE CHART

Employee Name : Ch Venkatramana Reddy, Designation: Asst Manager, Site / Company: ______

Date	Opening Meter Reading	Closing Meter Reading	Total Kms.	Visiting Place From	Visiting Place To	Description of Work
12/1/21			32	Chanikya	puri to-	
			28	- Silver oak	Villas to-	Registration
			26	- SRO, Uppal	to off	works
15/1/21				.		
			25	H.off to:	AGH-45 to-	Aos Smg
			23	- Snehapuri	Colony.	" "
16/1/21			32	Chanikya	puri to-	Registration
			28	- silver oak	55 to -	
			26	- SRO,	Uppal to off	works
18/1/21			34	Sainagar	colony to-	collection
			27	- Silver oak	90 to-	" "
			28	- HMT Nacharam	to off	Payments
			22	off to: Sil	ver oak 126 to-	
			18	- Mallapur	to-	Documentation
			23	- Allapuri	Colony.	" "

CHECKED
SECURITY/SUP.
By: ...... Dt ......

Total Kms.: 372 Rate ______ Amount Rs. ______ Paid on ______ Employee's Signature ______ Approved by ______ Paid by : ______

CONVEYANCE CHART

Employee Name : Ch. V. Ramna Reddy, Designation: Asst Manager, Site / Company:

Date	Opening Meter Reading	Closing Meter Reading	Total Kms.	Visiting Place From	Visiting Place To	Description of Work
19/1/21			32	Chanikya	puri to -	Customer works
			28	- Silveroak	u9 to -	" "
			28	- Nacharam	to off	" "
20/1/21			34	Rock Town	colony to -	Payments
			28	- Silveroak	55 to -	" "
			28	- SRO	Uppal to off	
23/1/21			26	Sai nagar	colony to -	Customer Home visit
			28	- Nacharam	to off	
28/1/21			32	Sai nagar	colony to -	Customer Home
			28	- Silveroak	134 to -	Aos sign
			28	- Nacharam	to off	" "
29/1/21			18	Chanikya	puri to -	Documentation
			33	- Vanasthali	puram to -	collection
			29	- Silveroak	58 to -	" "
			28	- SRO.	Uppal to off	" "
2/2/21			10	H. off to	SBI. RACPC	Documentation
			18	- SBI. DD	colony to -	Bank works
			22	- Chanikya	puri to	" "
			23	- Alkapuri	Colony.	" "

CHECKED
SECURITY/SUP.
BY:
DT: 23/2/21

Total Kms.: 501 Rate ______ Amount Rs. ______ Paid on ______ Employee's Signature ______ Approved by: ______ Paid by : ______

CONVEYANCE CHART

Employee Name : Ch. V. Ramana Reddy Designation: Asst Manager, Site / Company:

Date	Opening Meter Reading	Closing Meter Reading	Total Kms.	Visiting Place		Description of Work
				From	To	
3/2/21			35	Mansoorabad to-		
			28	- Silver oak 90 to-		
			28	- Nacharam to off		
			10	off to - SBI. RACPC to-		
			15	- Himayat nagar to-		
			22	- Lalitha nagar.		
4/2/21			21	Snehapuri colony to-		
			19	- SBI DD colony to-		
			25	- Silver oak 123 to off		
5/2/21			12	H. off to. HDFC to-		
			14	- Basheerbagh to-		
			25	- Lalitha nagar		
9/2/21			22	Sainagar colony to-		
			18	- SBI. DD. colony to-		
			14	- Moredpally to off		
10/2/21			22	H. off to- BRCR to-		
			12	- Vidya nagar to-		
			23	- Huda Sainagar		
				-		

CHECKED
SECURITY/SUP.
By: Dt: 27-02-21

Total Kms.: 365 Rate ______ Amount Rs. ______ Paid on ______ Employee's Signature ______ Approved by ______ Paid by : ______

CONVEYANCE CHART

Employee Name : Ch. V. Ramana Rao, Designation: Asst Manager, Site / Company:

Date	Opening Meter Reading	Closing Meter Reading	Total Kms.	Visiting Place		Description of Work
				From	To	
13/2/21			10	H.O to · SBI	RA Pet to	Bank works
			25	- Silveroak	993A to-	" "
			16	— Himayat	nagar to-	" "
			23	- Alexan	calm	" "

CHECKED
SECURITY/SUP.
By .... Dt: 28/02/21

Total Kms.: 74 Rate ______ Amount Rs. ______ Paid on ______ Employee's Signature ______ Approved by ______ Paid by : ______

SSLLP L[illegible]istics
5-4-187/3 & 4, M G Road
Ranigunj, Secunderabad
State Name : Telangana, Code : 36

Journal Voucher

No. : **JOU/11779** 11789 | Dated : **9-Mar-21**

Particulars		Debit	Credit
SUP-Bennett Coleman & Co. Ltd	*Dr*	**945.00**	
To ECARD - SSLLP LOG Murali			**945.00**
On Account of : Being amt cr to Murali expenses card towards Sales classified Ad of GMR in TOI News paper on 6th to 9th Feb ' 2021 against Bill No:- 24297077/01 dt:- 04.03.21.			
		₹ 945.00	**₹ 945.00**

Prepared by: rajkumar.n

Approved by

.BIT VOUCHER

SUMMIT Sale UP

(MODI REALTY MALLAPUR UP)

Voucher No. ______

A/c. ______ Date : 4/3/21

		Rs.	Ps.
Paid to	BENNET COLEMAN & CO. PVT. LTD		
towards	Time of India classifieds PAPER AD	945	
	6th 9th		
Rupees	Nine Hundred forty five only		
Paid by Cheque / Cash	Cheque No. ______ Dated ______ Drawn on Bank ______	945	

APPROVED BY
0 4 MAR 2021
E. PRASAD
MANAGER PROMOTIONS

Prepared by

Approved by

Receiver's Signature

Requisition Form

Company Name:	SUMMIT SALES LLP	Date:	15-02-2021
Site & Phase :	GULMOHAR RESIDENCY	Time:	
Supplier	TOI NEWS PAPER	Req. No.	
Material required before date:		ID No.	

No	Description	Size	Quantity	Units
1	**Sales classified ad of GMR**			
2	Classified ad in TOI News paper on			
3	6th to 9th Feb 2021	24 words		
4				
5				
6				
7				
8				

Remarks: GMR Sales classified ad. The ad draft is given below for approval			
Prepared By	K.Rohith	Approved by	
Sign.& Date	27-01-2021	Sign. & Date	15 FEB 2021

Sub: Sales classifieds

Matter	3BHK flats. 1,360 & 1,660 sft, near NFC. 354 flats on 8 acres. Gated community with clubhouse and swimming pool. Call: 96182 47247		
Media	TOI	Category	Flats for Sale
Dates	6th to 9th Feb 2021	Day	Friday to Monday
Exec. Name	Praveen Pathak	Phone no.	96182 47247
Bill in favour of	SUMMIT SALES LLP (MODI REALTY MALLAPUR LLP)	No. of words	24

Amount to be loaded in YES BANK rs.1,334/-

In favour of BENEET COLEMAN & CO. PVT. LTD.

16/02/2021

Weekly - Petty cash /expense card statement.

Name	G.MURALI MOHAN	Statement date	4/3/21
Prepared by	G.Murali	Sign	G Murali
From period	8/3/21	To period	7/3/21

Sl No	Debit to company	Debit to project	Description of expense	Amount	Bill enclosed	GST bill
1.	SUMMIT Sales	GMR	TIME of INDIA CLASSIFIED PAPER	945	Y N	Y N
2.	"	"	GMR PAPER INSERTS at D.D. COLONY	2000	Y N	Y N
3.	"	TEJAL MODI	EENADU CLASSIFIED PAPER AD	3528	Y N	Y N
4.	"	" LLP	SOR PAPER INSERTS COLONY TOWER	2000	Y N	Y N
5.	"	AEDIS DEVELOPER	SAKSHI CLASSIFIED PAPER AD	2630	Y N	Y N
6.	"	"	MGA PAPER INSERTS at ALWAL	2000	Y N	Y N
7.	"	MODI PROPERTIES RVT LTD	TOI CLASSIFIED PAPER AD	1134	Y N	Y N
8.	"	"	HPL PAPER INSERTS at D.D COLONY	2000	Y N	Y N
9.	"	BRGV	BRGV PAPER INSERTS at ALWAL	2000	Y N	Y N
10.	Total			18,237		

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

Approved by:	Div. Manager	Accountant	Accounts Manager	MD
Sign:				
Date:		5/3/21		

APPROVED BY 04 MAR 2021 E. PRASAD MANAGER PROMOTIONS

APPROVED BY 05 MAR 2021 A. SAMBASIVA RAO SR. MANAGER-ACCOUNTS

APPROVED BY 2 MAR 2021 SOHAN MODI MANAGING DIRECTOR

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 receipted 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

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

Journal Voucher

No. : **JOU/11780** 11790 Dated : **9-Mar-21**

Particulars		Debit	Credit
PROMOUD-Print Media	*Dr*	**2,000.00**	
To ECARD - SSLLP LOG Murali			**2,000.00**
On Account of : Being amt cr to Murali expenses card towards GHT paper inserts done at DD Colony on 07.03.21.			
		₹ 2,000.00	**₹ 2,000.00**

Prepared by: rajkumar.n Approved by

DEBIT VOUCHER

SUMMIT SALE UP

(MODI REALITY MALLAPUR UP)

Voucher No. ____________

A/c. ____________ Date : 4/3/21

		Rs.	Ps.
Paid to	PAPEX Inserts		
towards	GMK PAPEX Inserts Done at	2000	00
	D.D. Colony 7/3/21, 5000 NO,		
Rupees	Two thousand only		
Paid by Cheque / Cash	Cheque No. ___ Dated ___ Drawn on Bank ___	2000	00

APPROVED BY
04 MAR 2021
E. PRASAD
MANAGER-PROMOTIOMS

Prepared by   Approved by   Receiver's Signature