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

Journal Voucher

10457

No. : **JOU/10471** | Dated : **1-Mar-21**

Particulars		Debit	Credit
OTHLOAN- TDS Receivable 20 - 21	*Dr*	**2,949.00**	
To Modi Realty Miryalaguda LLP			**2,949.00**
On Account of : Being Neft from AGH towards Admin & Marketing service charges against Bill No:- 10165.			
		₹ 2,949.00	**₹ 2,949.00**

Prepared by: rajkumar.n

Approved by

SSLLP Common [punch hole]penses
5-4-187/3 & 4, M[punch hole] Road
Ranigunj, Secunderabad
State Name : Telangana, Code : 36

Journal Voucher

No. : **JOU/10472** 458 Dated : **5-Mar-21**

Particulars		Debit	Credit
OIE-Petrol/Disiel/Oil	*Dr*	**10,000.00**	
To BPCL			**10,000.00**
On Account of : Being amt cr to BPCL towards Ho Generator backup from 23. 02.21 to 03.03.21 as per sheet attachment and enclosed Bills.			
		₹ 10,000.00	**₹ 10,000.00**

Prepared by: rajkumar.n Approved by

Ranigunj

HEAD OFFICE

LOG BOOK - GENERATOR

SS22P Common expense H.O. DG SET

Name and number of generator:

Capacity:

Loaction of Installation:

Date	Time	Fuel in litres	Refueled by Name	Signature	Start Time	End Time	Total Hours	Average per hour = C / G	Reload amount	Amount paid	Balance in petrocard	Remarks	Security Sign.	Admin. / Audit Sign.
A	B	C	E	D	E	F	G	H	I	J	K	L	M	N
25/02/21					8.00	8.30	30m					Test		
"					11.10	12.10	1 hr					MPM		
26/02/21	13.15	33.83	D.Shine		—	-	-	—	—	3000/-		SS UP		
"					15.10	16.00	1 hr					Comm		
"					19.00	20.30	1.30					Hand		
27/02/21					8.00	8.30	30m					Test		
"					10.10	12.30	2.20 hr					MPM		
"					15.35	16.50	1.15 hr					Comm		
28/02/21					11.10	13.30	2.20 hr					Hand		
01/03/21					8.00	8.30	30m					Test		
"					10.10	11.30	1.20 hr					MPM		
"					14.10	15.20	1.10 hr					Hand		
02/03/21					8.00	8.30	30m					Test		
"					13.35	14.50	1.15 hr					Hand		
03/03/21					8.00	8.30	30m					Test		
03/03/21	11.10	45.02	D.Shine		-	-	-	-	-	4000/-		SS UP		
"					14.10	16.30	2.20 hr					MPM		
04/03/21					8.00	8.30	30m					Test		
Prepared by:					Verified by:					Approved by:				

Amount : 10000/-

Checked

04/03/21

23/02/21 to 03/03/21

Checked

04/03/21

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

Raniguni

HEAD OFFICE

LOG BOOK - GENERATOR

Name and number of generator:

Capacity:

Loaction of Installation:

Date	Time	Fuel in litres	Refueled by Name	Signature	Start Time	End Time	Total Hours	Average per hour = C / G	Reload amount	Amount paid	Balance in petrocard	Remarks	Security Sign.	Admin. / Audit Sign.
A	B	C	E	D	E	F	G	H	I	J	K	L	M	N
20/02/21					12.35	15.25	2.50h					Common	[illegible]	04/02/21
〃					17.10	19.20	2.10h					Honda	[illegible]	
21/02/21					11.30	13.10	1.40h					MPM	[illegible]	
22/02/21					8.00	8.30	30m	Amount		10000/-		Tour	[illegible]	22/02/21
〃					10.40	12.50	2.10h	Checked				Common	[illegible]	
〃					13.10	14.35	1.25					Common	[illegible]	Checked
〃					15.00	22.10	7.10h			23/02/21		Honda	[illegible]	23/02/21
23/02/21					8.00	8.30	30m					Tour	[illegible]	
23/02/21					9.00	15.10	6.10					Honda	[illegible]	
23/02/21	11.30	33.93	D.Shaha		–	–	–	–	–	3000	–	SSUPL	[illegible]	23/02/21
23/02/21					17.00	19.25	2.25h					Common	[illegible]	
24/02/21					8.00	8.30	30m					Tour	[illegible]	03/03/21
〃					11.10	13.35	2.25h					Common	[illegible]	
〃					14.10	15.35	1.25h					Common	[illegible]	Checked
〃					17.05	18.55	1.50h					Common	[illegible]	
25/02/21					8.00	8.30	30m					Tour	[illegible]	04/03/21
〃					11.10	12.50	1.40					Common	[illegible]	
〃					14.20	17.00	2.40h					MPM	[illegible]	
〃					17.35	19.55	2.20h					Honda	[illegible]	

APPROVED BY
23 FEB 2021
G. JAI KUMAR
MANAGER H.R. & ADMIN

Prepared by:

Verified by:

Approved by:

CASH BILL

No. 215 D/ 3/3/21

CH. YEGNAIAH & SONS

SECUNDERABAD.

H.O. : 5-3-361, R.P. Road, Secunderabad.

M/s. SS Vup Commu Corp

Qty.	Particulars	Rate	Amount Rs.	Ps.
[illegible]	[illegible]	[illegible]	4000	
	E. & O.E.		4000	

TIN No. 36620110592
GST No. 36AABFC0937F1ZU

Signature

CASH BILL

No. 89 D/ 26/7/21

CH. YEGNAIAH & SONS

SECUNDERABAD.

H.O. : 5-3-361, R.P. Road, Secunderabad.

M/s. SSlepcom [illegible]

Qty.	Particulars	Rate	Amount Rs.	Ps.
33	83 [illegible]	88 / 68	3000/-	
	E. & O.E.		3000	

TIN No. 36620110592
GST No. 36AABFC0937F1ZU

Signature

CASH BILL

No. 703 D/. 23/2/21

CH. YEGNAIAH & SONS

SECUNDERABAD.

H.O. : 5-3-361, R.P. Road, Secunderabad.

M/s. 38 UP [illegible]

Qty.	Particulars	Rate	Amount Rs.	Ps.
33	83 HB	88/69	3000	
	E. & O.E.		3000	

TIN No. 36620110592
GST No. 36AABFC0937F1ZU

Signature

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

Journal Voucher

No. : **JOU/10473** 59.   Dated : **5-Mar-21**

Particulars		Debit	Credit
OIE- Office Expenses	*Dr*	**300.00**	
OE-Misc. Expenses	*Dr*	**300.00**	
To ECARD - SSLLPCOMPEXP SHANKAR D			**600.00**
On Account of : Being amt cr to Shanker D expenses card towards Garbage collecction for the month of Feb ' 21 and Power fluctuation on 27.02.21 to Electrician of Department.			
		₹ 600.00	**₹ 600.00**

Prepared by: rajkumar.n   Approved by

Weekly - Petty cash /expense card statement.

Name	D. Shiva Shankar	Statement date	05/03/2021
Prepared by	D. Shiva Shankar	Sign	[signature]
From period	27/02/2021	To period	05/03/2021

Sl No	Debit to company	Debit to project	Description of expense	Amount	Bill enclosed	GST bill
1.	SOV LLP	SOV LLP	RAAM AUTObahn India PVT LTD	1930	☑Y ☐N	☑Y ☐N
2.	MPPL	MPPL	Raza & CO Bill no: 1752	120	☑Y ☐N	☐Y ☑N
3.	MPPL	MPPL	Sandeep Sws food Allowance	240	☐Y ☑N	☐Y ☑N
4.	MPPL	MPPL	Sandeep Sws food Allowance	210	☐Y ☑N	☐Y ☑N
5.	MPPL	MPPL	Sandeep Sws food Allow	180	☐Y ☑N	☐Y ☑N
6.	G.V.R.C.	PVT LTD	Raza & CO Bill no: 1753	400	☑Y ☐N	☐Y ☑N
7.	MEHTA & MODI	R. SOORYAPET LLP	Raza & CO Bill no: 1754	780	☑Y ☐N	☐Y ☑N
8.	SS LLP	COMMON EXPENSES	GHMC Garbage collection	300	☐Y ☑N	☐Y ☑N
9.	SS LLP	COMMON EXPENSES	ELECTRICIAN DCPK (Krishna)	200	☐Y ☑N	☐Y ☑N
10.					☐Y ☐N	☐Y ☐N
11.						
			Total:	4330/-		

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:	[signature]	[signature]	[signature] APPROVED 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

S 248

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

Voucher No. ____________

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

	Rs.	Ps.
Paid to GHMC Garbage Collecting		
towards Garbage Collecting for the Month	300/-	
of February 2021.		
Rupees Three hundred Rs. only		
Paid by Cheque / Cash — Cheque No. — Dated — Drawn on Bank	300/-	

Prepared by 05-Feb/21

APPROVED BY
5 MAR 2021
Approved by
G. JAI KUMAR
MANAGER-H.R. & ADMIN

Receiver's Signature

DEBIT VOUCHER

SSLLP

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

Voucher No. ______

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

	Rs.	Ps.
Paid to Electricity Dept. (Krishna)		
towards phase and power fluctuation at	200/-	
27/02/21 done by Krishna E-Dept		
Rupees Two hundred only		
Paid by Cheque / Cash — Cheque No. ____ Dated ____ Drawn on Bank ____	200/-	

05/03/21

Prepared by

APPROVED BY
5 MAR 2021
KUMAR
MANAGER-H.R. & ADMIN

Approved by

Receiver's Signature

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

Journal Voucher

No. : **JOU/10474** 60   Dated : **5-Mar-21**

Particulars		Debit	Credit
OIE-Repairs & Maintenance-Equipment	*Dr*	**5,400.00**	
Summit Sales LLP Logistics	*Dr*	**1,500.00**	
To ECARD-SSLLP COMEXP SUNEEL K			**6,900.00**
On Account of : Being amt cr to Suneel K Expenses card towards Printer Repairing charges and laptop repairing & Ram purchased (Vista 2400; SSLLP Logist 3600; KNM 3000)			
		₹ 6,900.00	**₹ 6,900.00**

Prepared by: rajkumar.n   Approved by

Weekly - Petty cash /expense card statement.

Name	K Suneel Kumar	Statement date	05-03-2021
Prepared by	K Suneel Kumar	Sign	SY
From period	26-02-2021	To period	04-03-2021

Sl No	Debit to company	Debit to project	Description of expense	Amount	Bill enclosed	GST bill
1.	SSLLP	Vista	Printer Repairing Charges (Rajyalakshmi)	2400	☐Y ☐N	☐Y ☐N
2.	SSLLP	SSLLP	Printer repairinig charges (sysadm)	1500	☐Y ☐N	☐Y ☐N
3.	SSLLP	KNM	Laptop repairing charges (site)	3000	☐Y ☐N	☐Y ☐N
4.	SSLLP	SSLLP	RAM purchased (Nagalakshmi)	2100	☐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.					☐Y ☐N	☐Y ☐N
11.	Total			**9000**		

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:	SY	RG 5/3/21.		
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 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

VRAM Technologies

Shop No.417, 'C' Block, Chenoy Trade Centre, Secunderabad

SERVICE INVOICE

No. 475 Date 01/3/21

M/s. Summit Sales LLP

Sl. No.	PARTICULARS	QTY.	UNIT PRICE	AMOUNT
1.	Canon 2900 printer retlon sheet pressure roller pick up roller & service charges	1		2400/-
			TOTAL	2400/-

Goods once sold will not be taken back

For VRAM Technologies

Rajesh

Cell:

VRAM
Technologies

Shop No.417, 'C' Block, Chenoy Trade Centre, Secunderabad

SERVICE INVOICE

No. 477

Date 01/3/21

M/s. Summit Sales LLP

Sl. No.	PARTICULARS	QTY.	UNIT PRICE	AMOUNT
1.	HP Laptop Power Section Reparing Charges	1		3000/-
			TOTAL	3000/-

Goods once sold will not be taken back

For VRAM Technologies

Rajesh

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

Journal Voucher

No. : **JOU/10475** 461 Dated : **12-Mar-21**

Particulars		Debit	Credit
OIE-Repairs & Maintenance-Equipment	*Dr*	**8,800.00**	
To ECARD-SSLLP COMEXP SUNEEL K			**8,800.00**
On Account of : Being amt cr to Suneel K Expenses card towards Printer Repairing charges and laptop internal battery replacement charges (MPL 3800; VOC 2500; GHT 2500)			
		₹ 8,800.00	**₹ 8,800.00**

Prepared by: rajkumar.n Approved by

Weekly - Petty cash /expense card statement.

Name	K Suneel Kumar	Statement date	11-03-2021
Prepared by	K Suneel Kumar	Sign	SL
From period	05-03-2021	To period	11-03-2021

Sl No	Debit to company	Debit to project	Description of expense	Amount	Bill enclosed	GST bill
1.	SSLLP	MPL	Laptop internal battery replacement Charges (Naveen)	3800	☐Y ☐N	☐Y ☐N
2.	SSLLP	VOC	Printer repairinig charges (GHT)	2500	☐Y ☐N	☐Y ☐N
3.	SSLLP	GHT	Printer repairinig charges (VOC)	2500	☐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.					☐Y ☐N	☐Y ☐N
11.	Total			**8800**		

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:	SL		APPROVED BY	
Date:			10 MAR 2021	

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

Sr. Manager Accounts

Cell: 09291583343

VRAM Technologies

Shop No.417, 'C' Block, Chenoy Trade Centre, Secunderabad

SERVICE INVOICE

No. 478

Date 10/3/21

M/s. Summith Sales LLP

Sl. No.	PARTICULARS	QTY.	UNIT PRICE	AMOUNT
1.	Asus Laptop internal battry replacement & service charges	1		3800-00
			TOTAL	3800-00

Goods once sold will not be taken back

For VRAM Technologies

Cell: 09291583343

VRAM Technologies

Shop No.417, 'C' Block, Chenoy Trade Centre, Secunderabad

SERVICE INVOICE

No. 481

Date 11/3/21

M/s. Summith Sales LLP

Sl. No.	PARTICULARS	QTY.	UNIT PRICE	AMOUNT
1	Ricoh Printer gear replacement charges	1		2500-00
			TOTAL	2500-00

Goods once sold will not be taken back

For VRAM Technologies

Cell: 09291583343

VRAM Technologies

Shop No.417, 'C' Block, Chenoy Trade Centre, Secunderabad

SERVICE INVOICE

No. 482

Date 11/3/21

M/s. Summith Sales LLP

Sl. No.	PARTICULARS	QTY.	UNIT PRICE	AMOUNT
1	Ricoh printer gear replacement charges	1		2500-00
			TOTAL	2500-00

Goods once sold will not be taken back

For VRAM Technologies

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

Journal Voucher

No. : **JOU/10476** Dated : **14-Mar-21**

Particulars		Debit	Credit
OTHLOAN- TDS Receivable 20 - 21	*Dr*	**2,452.00**	
To Mayflower Platinum			**2,452.00**
On Account of : Being TDS Receivable from MPL towrds against Bill No:- 10172			
		₹ 2,452.00	**₹ 2,452.00**

Prepared by: rajkumar.n Approved by

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

Journal Voucher

463

No. : **JOU/10[illegible]** Dated : **16-Mar-21**

Particulars		Debit	Credit
OTHLOAN- TDS Receivable 20 - 21	*Dr*	**104.00**	
To Modi Properties Pvt Ltd.			**104.00**
On Account of : Being TDS Receivable from MPPL towards agains their Bill No:- 10171			
		₹ 104.00	**₹ 104.00**

Prepared by: rajkumar.n Approved by

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

Journal Voucher

No. : **JOU/10480** 64 Dated : **16-Mar-21**

Particulars		Debit	Credit
OTHLOAN- TDS Receivable 20 - 21	*Dr*	**1,440.00**	
To GV Research Centers Private Limited			**1,440.00**
On Account of : Being Tds receivable from GVRC towards against Bill No:-10180			
		₹ 1,440.00	**₹ 1,440.00**

Prepared by: rajkumar.n Approved by

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

Journal Voucher

No. : **JOU/10481** 165 | Dated : **16-Mar-21**

Particulars		Debit	Credit
OTHLOAN- TDS Receivable 20 - 21	*Dr*	**1,218.00**	
To Nilgiri Estates			**1,218.00**
On Account of : Being Tds receivable from NE towards against Bill No:- 10176			
		₹ 1,218.00	**₹ 1,218.00**

Prepared by: rajkumar.n

Approved by

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

Journal Voucher

No. : **JOU/10482** 66.

Dated : **18-Mar-21**

Particulars		Debit	Credit
OTHLOAN- TDS Receivable 20 - 21	*Dr*	**1,044.00**	
To Vista Homes			**1,044.00**
On Account of : Being TDS Receivable from Vista Homes towards against Bill No:- 10175.			
		₹ 1,044.00	**₹ 1,044.00**

Prepared by: rajkumar.n

Approved by

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

Journal Voucher

No. : **JOU/10483** 67.

Dated : **18-Mar-21**

Particulars		Debit	Credit
OIE-Petrol/Disiel/Oil	*Dr*	**10,000.00**	
To BPCL			**10,000.00**
On Account of : Being amt cr to BPCL towards Ho Generator backup from 07.03.21 to 18.03.21 as per sheet attached and Bills enclosed.			
		₹ 10,000.00	**₹ 10,000.00**

Prepared by: rajkumar.n

Approved by

Raniganj

HEAD OFFICE
LOG BOOK - GENERATOR

Name and number of generator:

Capacity:

Loaction of Installation:

Date	Time	Fuel in litres	Refueled by Name	Signature	Start Time	End Time	Total Hours	Average per hour = C / G	Reload amount	Amount paid	Balance in petrocard	Remarks	Security Sign.	Admin. / Audit Sign.
A	B	C	E	D	E	F	G	H	I	J	K	L	M	N
18-3-24					8.00	8.30	30m	Amount		10,000/-		[illegible]	[illegible]	04/03/24 checked to 18/03/24 19/3/24
"					10.35	12.55	2.25h					[illegible]	[illegible]	
"					13.20	13.35	15m	Checked		19/03/24		[illegible]	[illegible]	
"					15.10	16.50	1.40h					MPRL	[illegible]	
19-3-24					8.00	8.30	30m					[illegible]	[illegible]	

APPROVED BY
1[illegible] MAR 2021
G. JAI KUMAR
MANAGER-H.R. & ADMIN

APPROVED BY
1[illegible] MAR 2021
G. JAI KUMAR
MANAGER-H.R. & ADMIN

Prepared by: Verified by: Approved by:

HEAD OFFICE
LOG BOOK - GENERATOR

Name and number of generator:

Capacity:

Loaction of Installation:

Date	Time	Fuel in litres	Refueled by Name	Signature	Start Time	End Time	Total Hours	Average per hour = C / G	Reload amount	Amount paid	Balance in petrocard	Remarks	Security Sign.	Admin. / Audit Sign.
A	B	C	E	D	E	F	G	H	I	J	K	L	M	N
10/08/24					17:05	18:35	1.30h					Honda	[illegible]	
11/08/24					8:00	8:30	30m	[illegible]	[illegible]	
"					13.20	15.35	2.15h					Com	[illegible]	
12/08/24					8:00	8:30	30m					[illegible]	[illegible]	
"					12.35	14.50	2.15h					Com	[illegible]	
13/08/24					8:00	8:30	30m					[illegible]	[illegible]	
"					11.10	11.40	30m					MPR	[illegible]	
13/08/24	14:10	33.76	D. Shaw		-	-	-	-	-	3000/-		[illegible]	[illegible]	
"					16:35	17:50	1.15h					MPR	[illegible]	
14/08/24					11.10	12.50	1.40m					Com	[illegible]	Checked
15/08/24					8:00	8:30	30m					[illegible]	[illegible]	
"					10:00	12.15	2.15h					MPR	[illegible]	
"					17:00	18:30	1.30h					Honda	[illegible]	19/08/24
16/08/24					8:00	8:30	30m					[illegible]	[illegible]	
"					11.10	12.05	[illegible]					Com	[illegible]	
"					15.35	16.50	1.15h					Com	[illegible]	
17/08/24					8:00	8:30	30m					[illegible]	[illegible]	
17/08/24	12:40	45.[illegible]	D. Shaw		-	-	-	-	-	4000/-		[illegible]	[illegible]	
"					14.10	17.30	3.20h					MPR	[illegible]	

Prepared by: Verified by: Approved by:

07/08/24 to 18-8/24

HEAD OFFICE
LOG BOOK - GENERATOR

Name and number of generator:

Capacity:

Loaction of Installation:

Date A	Time B	Fuel in litres C	Refueled by Name E	Signature D	Start Time E	End Time F	Total Hours G	Average per hour = C / G H	Reload amount I	Amount paid J	Balance in petrocard K	Remarks L	Security Sign. M	Admin. / Audit Sign. N
04/03/21					15:20	16:35	1.15h					Comm		
05/03/21					8:00	8:30	30mi					Prem		04/03/21
"					10:35	13:20	2.45h					Comm		to
"					17:10	19:35	2.25h					Harda		18/03/21
06/03/21					8:00	8:30	30mi					Prem		
"					10:05	13:35	3.30					Comm		
"					16:11	17:35	1.24					MPM		
07/03/21					11:10	14:35	3.25h					Harda		
08/03/21					8:00	8:30	30m					Prem		
"					10:35	11:45	1.10					Harda		Checked
08/03/21	13.20	37.78	D.Shine		←	←	←	—	—	3000/-		SGLP		
"					15:10	16:35	1.25h					Comm		
09/03/21					8:00	8:30	30mi					Prem		19/03/21
"					11:10	13:50	2.40h					Comm		
"					16:35	17:50	1.15h					MPM		
"					18:10	19:20	1.10h					Harda		
10/03/21					8:00	8:30	30m					Prem		
"					10:05	11:30	1.25h					Comm		
"					13.11	15:25	2.14h					Comm		

Prepared by: Verified by: Approved by:

Raniganj

HEAD OFFICE
LOG BOOK - GENERATOR

Name and number of generator:

Capacity:

Loaction of Installation:

Date A	Time B	Fuel in litres C	Refueled by Name E	Signature D	Start Time E	End Time F	Total Hours G	Average per hour = C / G H	Reload amount I	Amount paid J	Balance in petrocard K	Remarks L	Security Sign. M	Admin. / Audit Sign. N
25/02/21					8:00	8:30	30m					Test		
"					11:10	12:00	1:00h					MPM		
26/02/21	13:15	33.83	D.Shiv		—	—	—	—	—	3000/-		85 UP		
"					15:10	16:30	1:20h					Comm		
"					19:00	20:30	1:30h					Hard		
27/02/21					8:00	8:30	30m					Test		
"					10:10	12:30	2:20h					MPM		
"					15:35	16:50	1:15h					Comm		
28/02/21					11:10	13:30	2:20h					Hard		Checked
01/03/21					8:00	8:30	30m					Test		
"					10:15	11:30	1:25h					MPM		04/03/21
"					14:10	15:20	1:10h					Hard		
02/03/21					8:00	8:30	30m					Test		
"					13:35	14:50	1:15h					Hard		
03/03/21					8:00	8:30	30m					Test		
03/03/21	11:10	45.02	D.Shiv		—	—	—	—	—	4000/-		85 UP		
"					14:10	16:35	2:25h					MPM		
04/03/21					8:00	8:30	30m					Test		4/03/21
"					11:10	12:30	1:20h					MPM		18/03/21
Prepared by:					Verified by:					Approved by:				

Amount : 10000/-

Checked

04/03/21

23/02/21 to 03/03/21

Checked

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

SSLLP Common E[illegible]enses
5-4-187/3 & 4, M[illegible] Road
Ranigunj, Secunderabad
State Name : Telangana, Code : 36

Journal Voucher

No. : **JOU/104[illegible]** 68 .

Dated : **19-Mar-21**

Particulars		Debit	Credit
OIE-Repairs & Maintenance-Equipment	*Dr*	**7,300.00**	
To ECARD-SSLLP COMEXP SUNEEL K			**7,300.00**
On Account of : being amt cr to Suneel K expenses card towards purchase of Battery of HP Laptop; DPR4 RAM 463 & 8GB and Dell laptop internal battery (MPL 1500; MPPL 3800; AEDIS 3800 & GVDC 2500)			
		₹ 7,300.00	**₹ 7,300.00**

Prepared by: rajkumar.n

Approved by

Weekly - Petty cash /expense card statement.

Name	~~Ch Ramesh~~ Suneel		Statement date			
Prepared by	Suneel		Sign	Su		
From period	12/3/21		To period	20/3/21		
Sl No	Debit to company	Debit to project	Description of expense	Amount	Bill enclosed	GST bill
1.	Summit Sales LLP	MPL	Battery of HP Laptop. no-1	1500/-	☑Y ☐N	☑Y ☐N
2.	Summit Sales LLP	GUDC	DDR4 4GB RAM no-1	2500/-	☑Y ☐N	☑Y ☐N
3.	Summit Sales LLP	MPIPL	DDR4 8GB RAM no-1	3800/-	☑Y ☐N	☑Y ☐N
4.	Summit Sales LLP	MGA	Dell internal battery no-1	2000/-	☐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.					☐Y ☐N	☐Y ☐N
11.	Total	Nine Thousand eight hundred only		9,800/-		
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:						
Date:		20/3				

APPROVED BY
19 MAR 2021
M. JAYA PRAKASH
Sr. Manager Accounts

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

DE T VOUCHER

M PIPL

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

Voucher No. ____________

A/c. ____________ Date : 20/3/21

	Rs.	Ps.
Paid to Silicon Computers		
towards DDR4 8GB RAM no-1	3800/-	
Rupees Three thousand Eight hundred only		
Paid by Cheque / Cash — Cheque No. ____ Dated ____ Drawn on Bank ____	3800/-	

Prepared by   Approved by   Receiver's Signature

MPIPL

INVOICE

SC SILICON COMPUTERS

#2, Block 19, Baglingampally,
Hyderabad - 44. Mobile: 901 082 0929

Date: 17/3/21

No.: 321

M/s. Summpth Sales LLP

Sl.No.	Description	Qty.	Rate	Total ₹
1	DDR4 8GB RAM	1		3800-00
	TOTAL			3800-00

INWARD
Inward No: 923 Dt: 27/03/21
MRN No: Dt:
Received By: Sign:
MODI PROPERTIES

Rupees in words:

Jayakar
for SILICON COMPUTERS

DEBIT VOUCHER

MGA

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

Voucher No. ______________

A/c. ______________ Date : 20/3/21

	Rs.	Ps.
Paid to SILICON Computers		
towards Dell internal battery no-1	2000/-	
Rupees Two thousand only		
Paid by Cheque / Cash — Cheque No. — Dated — Drawn on Bank	2000/-	

Prepared by — Approved by — Receiver's Signature

INVOICE

SC SILICON COMPUTERS

#2, Block 19, Baglingampally,
Hyderabad - 44. Mobile: 901 082 0929

Date: 17/3/21

No.: 323

M/s. Summith Sales

Sl.No.	Description	Qty.	Rate	Total ₹
1	Dell internal battery	1		2000-00
	TOTAL			2000-00

INWARD

Inward No: 925 Dt: 17/03/21

MRN No: Dt:

Received By: Sign:

MODI PROPERTIES

Rupees in words:

for SILICON COMPUTERS

DEBIT VOUCHER

MIL

SUMMIT SALES LLP COMMON EXPENSES

Soham Mansion, 5-4-187/3, And 4,
3rd Floor, M.G. Road,
SECUNDERABAD-500 003.

Voucher No. ______________

A/c. ______________ Date : 20/3/21

	Rs.	Ps.
Paid to SILICON Computers		
towards Battery of HP Laptop no-1	1500/-	
Rupees one thousand five hundred only		
Paid by Cheque / Cash — Cheque No. ____ Dated ____ Drawn on Bank ____	1500/-	

Prepared by Approved by Receiver's Signature

MPL

INVOICE

SC SILICON COMPUTERS

#2, Block 19, Baglingampally,
Hyderabad - 44. Mobile: 901 082 0929

Date: 12/3/21
No.: 320

M/s. Summith Sales

Sl.No.	Description	Qty.	Rate	Total ₹	
1	Battery of HP Laptop	1		1500	00
	TOTAL			1500	00

INWARD
Inward No: 922 Dt: 15/3/21
MRN No: Dt:
Received By: Sign:
MEDI PROPERTY

Rupees in words:

for SILICON COMPUTERS

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

Journal Voucher

No. : **JOU/10485** 69

Dated : **19-Mar-21**

Particulars		Debit	Credit
OIE- Office Expenses	*Dr*	**2,607.00**	
OE-Electricity Supply	*Dr*	**200.00**	
To ECARD - SSLLPCOMPEXP SHANKAR D			**2,807.00**
On Account of : Being amt cr to Shanker D expenses card towards purchase of Water bottles; Parker pens; batteries ; Milk packets; Biscuts and power fluctuation and phase problem paid to Department. on 14.03.21.			
		₹ 2,807.00	**₹ 2,807.00**

Prepared by: rajkumar.n

Approved by

Weekly - Petty cash /expense card statement.

Name	D. Shiva Shankar	Statement date	19/03/21
Prepared by	D. Shiva Shankar	Sign	Shiva
From period	09/03/21	To period	19/03/21

Sl No	Debit to company	Debit to project	Description of expense	Amount	Bill enclosed	GST bill
1.	SS LLP	LOGISTICS	food Allowance	275	☐Y ☒N	☐Y ☒N
2.	SS LLP	LOGISTICS	TOLL PLAZA	93	☒Y ☐N	☐Y ☒N
3.	SS LLP	LOGISTICS	TOLL PLAZA (Salman)	279	☒Y ☐N	☐Y ☒N
4.	SS LLP	LOGISTICS	food Allowance	825	☐Y ☒N	☐Y ☒N
5.	SS LLP	LOGISTICS	ICICI BANK ~~Bost~~ Team Recharge	2008	☒Y ☐N	☐Y ☒N
6.	SS LLP	COMMON EXPENSES	FORTUNE COMMERCIAL VEHICLES	4614	☒Y ☐N	☒Y ☐N
7.	SS LLP	COMMON EXPENSES	GURU'S PEN CENTRE	700	☒Y ☐N	☒Y ☐N
8.	SS LLP	COMMON EXPENSES	Ganesh water suppliers	336	☒Y ☐N	☐Y ☒N
9.	SS LLP	COMMON EXPENSES	RATNADEEP RETAIL PVT LTD	597	☒Y ☐N	☒Y ☐N
10.	SS LLP	COMMON EXPENSES	TRENT HYPERMARKET PVT LTD	974	☒Y ☐N	☒Y ☐N
11.	SS LLP	Common Expenses	ELECTRIBEFF (Krishna)	200		
			Total:	10901/-		

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		APPROVED BY	
Date:	19 MAR 2021	19/3/21	19 MAR 2021	

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.

Voucher No. ______________

A/c. ______________ Date : 17/03/21

	Rs.	Ps.
Paid to GURU'S PEN CENTRE		
towards Purchasing of ~~[illegible]~~ Printer Cartridges	700	00
Bill no:- 14815		
Rupees Seven Hundred Rupees Only		
Paid by Cheque / Cash ✓ — Cheque No. ____ Dated ____ Drawn on Bank ____	700	00

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

Prepared by — Approved by — Receiver's Signature

TAX INVOICE

Cell: 9[illegible]6103763 Shop : 27819990

GURU'S PEN CENTRE

WHOLSALE & RETAILERS

1-5-98, General Bazar, Secunderabad-500 003. (T.S.)

B.O. : 1-6-226/1, Khandoji Bazar, Secunderabad-500 003. (T.S.)

E-mail : nareshvatnani22@gmail.com

No. 14815 Date : 11/3/21

M/s. Sammit Sairi LLP

Party GSTIN No. 36AAOFS2911I1Z7

S No	Qty.	PARTICULARS	GST%	RATE	Amount Rs. Ps.
1	10 nos	Parker pen with Custom name	12	62/50	625/-
		CGST	6%		37/50
		SGST	6%		37/50
			TOTAL		700/-

INWARD

Inward No: 907 Dt: 11/08/21

MRN No: Dt:

Received by: Sowmya Sign:

MODI PROPERTIES

GSTIN No. 36ADEPV9558K1ZN For GURU'S PEN CENTRE

DEB VOUCHER

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

Voucher No. ______

A/c. ______ Date : 17/03/21

	Rs.	Ps.
Paid to Ganesh water suppliers & collaborating		
towards Purchasing of water Bottles	336	00
Rupees Three Hundred Thirty Six Rupees		
only		
Paid by Cheque / Cash ✓ — Cheque No. ___ Dated ___ Drawn on Bank ___	336	00

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

Prepared by Approved by Receiver's Signature

CASH MEMO / TAX INVOICE

GANESH WATER SUPPLY & COOL DRINKS

3-1-241, Somasundaram Street, Near Manju Theatre,
Secunderabad-500 003. Telangana.
Cell : 9290588807, 9246538874

No.:

M/s. Summit Sales LLP

Date: 17/03/21

S.No.	PARTICULARS	Qty.	RATE	AMOUNT Rs.	P.
1	water bottles carton	1		336	00
				336	00

INWARD
Inward No: 920 Dt: 17/03/21
MRN No: Dt:
Received By: Sign:
MODI PROPERTIES

Rupees in words :

TIN No. 36575436865

TOTAL

For GANESH WATER SUPPLY & COOL DRINKS

Authorised Signature

DEBIT VOUCHER

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

Voucher No. ______________

A/c. ______________ Date : 17/03/21

Paid to RATNADEEP RETAIL PVT LTD	Rs.	Ps.
towards Purchasing of milk & Biscuits	597	00
and others invoice RDS32/4/00/60699		
Rupees five Hundred ninety seven		
Rupees only		
Paid by Cheque / Cash ✓ — Cheque No. ____ Dated ____ Drawn on Bank ____	597	00

APPROVED BY
18 MAR 2021
G. [illegible]
MANAGER-H.R. & ADMIN

Prepared by | Approved by | Receiver's Signature

DEB~~I~~T VOUCHER

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

Voucher No. ____________

A/c. ____________ Date : 19/03/21

	Rs.	Ps.
Paid to Trent Hypermarket Pvt Ltd		
towards Purchasing of Dorcom Battery	974	00
16/3/21		
Rupees Nine Hundred Seventy four only		
Paid by Cheque / Cash ✓ — Cheque No. ____ Dated ____ Drawn on Bank ____	974	00

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

Prepared by Approved by Receiver's Signature

DEBIT VOUCHER

322P

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

Voucher No. ______________

A/c. ______________ Date : 18/03/24

	Rs.	Ps.
Paid to Electricity Dept. (Krishna)		
towards Power fluctuation and phase problem	200/-	
in office @ on 16/03/21.		
Rupees Two hundred Rs. only		
Paid by Cheque / Cash — Cheque No. ______ Dated ______ Drawn on Bank ______	200/-	

18/03/24

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

Prepared by   Approved by   Receiver's Signature

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

Journal Voucher

No. : **JOU/10486** 70 | Dated : **22-Mar-21**

Particulars		Debit	Credit
OTHLOAN- TDS Receivable 20 - 21	*Dr*	**2,572.00**	
To Modi Realty Mallapur LLP			**2,572.00**
On Account of : Being TDS receivable from GMR towards Admin & Marketing service charges against Bill No:- 10173			
		₹ 2,572.00	**₹ 2,572.00**

Prepared by: rajkumar.n

Approved by