

**Serene Constructions LLP**  
M G Road, Ranigunj  
Secunderabad  
State Name : Telangana, Code : 36

**Journal Voucher**

No. : **JOU/10334**

Dated : **23-Mar-21**

| Particulars                                     |           | Debit           | Credit          |
|-------------------------------------------------|-----------|-----------------|-----------------|
| EMP-Golla Siva Prasad                           | <i>Dr</i> | <b>150.00</b>   |                 |
| To OIE-Firm Professional Tax                    |           |                 | <b>150.00</b>   |
| On Account of :                                 |           |                 |                 |
| Being Professtional Tax for the month of Dec-20 |           |                 |                 |
|                                                 |           | <b>₹ 150.00</b> | <b>₹ 150.00</b> |

Prepared by: ramakrishna

Approved by



**Serene Constructions LLP**  
M G Road, Ranigunj  
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State Name : Telangana, Code : 36

**Journal Voucher**

No. : **JOU/10336**

Dated : **23-Mar-21**

| Particulars                                    |           | Debit           | Credit          |
|------------------------------------------------|-----------|-----------------|-----------------|
| EMP-Golla Siva Prasad                          | <i>Dr</i> | <b>150.00</b>   |                 |
| To OIE-Firm Professional Tax                   |           |                 | <b>150.00</b>   |
| On Account of :                                |           |                 |                 |
| Being Professional Tax for the month of Feb-21 |           |                 |                 |
|                                                |           | <b>₹ 150.00</b> | <b>₹ 150.00</b> |

Prepared by: ramakrishna

Approved by

## Weekly - Petty cash /expense card statement.

| Name                     | SYED GOLAM SARWAR                                                                                                                                                                                                                       |                      | Statement date                               | 26-03-21                |                                                       |                                                       |
|--------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------|----------------------------------------------|-------------------------|-------------------------------------------------------|-------------------------------------------------------|
| Prepared by              | SYED GOLA SARWAR                                                                                                                                                                                                                        |                      | Sign                                         | <i>Syed Gola Sarwar</i> |                                                       |                                                       |
| From period              | 15-3-21                                                                                                                                                                                                                                 |                      | To period                                    | 25-03-21                |                                                       |                                                       |
| Sl No                    | Debit to company                                                                                                                                                                                                                        | Debit to project     | Description of expense                       | Amount                  | Bill enclosed                                         | GST bill                                              |
| 1.                       | SCLLP                                                                                                                                                                                                                                   | SERENE FARM          | Sump room bulb and cupling for plumbing      | 120                     | <input type="checkbox"/> Y <input type="checkbox"/> N | <input type="checkbox"/> Y <input type="checkbox"/> N |
| 2.                       | SCLLP                                                                                                                                                                                                                                   | SERENE FARM          | Petrol expenses to office boy (To visit HO)  | 400                     | <input type="checkbox"/> Y <input type="checkbox"/> N | <input type="checkbox"/> Y <input type="checkbox"/> N |
| 3.                       | SCLLP                                                                                                                                                                                                                                   | SERENE FARM          | Diesel for DG to have power backup 20ltr     | 1778                    | <input type="checkbox"/> Y <input type="checkbox"/> N | <input type="checkbox"/> Y <input type="checkbox"/> N |
| 4.                       | SCLLP                                                                                                                                                                                                                                   | SERENE FARM          | Diesel for DG to have power backup 19.99 ltr | 1781                    | <input type="checkbox"/> Y <input type="checkbox"/> N | <input type="checkbox"/> Y <input type="checkbox"/> N |
| 5.                       | SCLLP                                                                                                                                                                                                                                   | SERENE FARM          | Screw for electrical and grills fixing work  | 720                     | <input type="checkbox"/> Y <input type="checkbox"/> N | <input type="checkbox"/> Y <input type="checkbox"/> N |
| 6.                       | SCLLP                                                                                                                                                                                                                                   | SERENE FARM          |                                              |                         | <input type="checkbox"/> Y <input type="checkbox"/> N | <input type="checkbox"/> Y <input type="checkbox"/> N |
| 7.                       | SCLLP                                                                                                                                                                                                                                   | SERENE FARM          |                                              |                         | <input type="checkbox"/> Y <input type="checkbox"/> N | <input type="checkbox"/> Y <input type="checkbox"/> N |
| 8.                       | SCLLP                                                                                                                                                                                                                                   | SERENE FARM          |                                              |                         | <input type="checkbox"/> Y <input type="checkbox"/> N | <input type="checkbox"/> Y <input type="checkbox"/> N |
| 9.                       | SCLLP                                                                                                                                                                                                                                   | SERENE FARM          |                                              |                         | <input type="checkbox"/> Y <input type="checkbox"/> N | <input type="checkbox"/> Y <input type="checkbox"/> N |
| 10.                      | SCLLP                                                                                                                                                                                                                                   | SERENE FARM          |                                              |                         | <input type="checkbox"/> Y <input type="checkbox"/> N | <input type="checkbox"/> Y <input type="checkbox"/> N |
| 11.                      |                                                                                                                                                                                                                                         |                      |                                              |                         | <input type="checkbox"/> Y <input type="checkbox"/> N | <input type="checkbox"/> Y <input type="checkbox"/> N |
| 12.                      |                                                                                                                                                                                                                                         |                      |                                              |                         | <input type="checkbox"/> Y <input type="checkbox"/> N | <input type="checkbox"/> Y <input type="checkbox"/> N |
| 13.                      |                                                                                                                                                                                                                                         |                      |                                              |                         | <input type="checkbox"/> Y <input type="checkbox"/> N | <input type="checkbox"/> Y <input type="checkbox"/> N |
| 14.                      |                                                                                                                                                                                                                                         |                      |                                              |                         | <input type="checkbox"/> Y <input type="checkbox"/> N | <input type="checkbox"/> Y <input type="checkbox"/> N |
| 15.                      |                                                                                                                                                                                                                                         |                      |                                              |                         | <input type="checkbox"/> Y <input type="checkbox"/> N | <input type="checkbox"/> Y <input type="checkbox"/> N |
| Total                    |                                                                                                                                                                                                                                         |                      |                                              | Rs 4,799/-              |                                                       |                                                       |
| Amount to be credited by | <input type="checkbox"/> Transfer to Haapay card, <input type="checkbox"/> Transfer to expense card, <input type="checkbox"/> Cash reimbursement, <input type="checkbox"/> Transfer to personal a/c.<br><input type="checkbox"/> Other: |                      |                                              |                         |                                                       |                                                       |
| Approved by:             | Div. Manager                                                                                                                                                                                                                            | Accountant           | Accounts Manager                             |                         |                                                       |                                                       |
| Sign:                    | <i>Syed Gola Sarwar</i>                                                                                                                                                                                                                 | <i>T. De laurion</i> |                                              |                         |                                                       |                                                       |
| Date:                    |                                                                                                                                                                                                                                         | 97/03/2021           |                                              |                         |                                                       |                                                       |

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 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

*Syed Gola Sarwar*  
**S.R. ENGINEER**  
 Mod Farm House (Hyd) LLP

**Serene Constructions LLP (20-21)**

M G Road, Ranigunj

Secunderabad

State Name : Telangana, Code : 36

**Journal Voucher**No. : **JOU/10333**

Dated : 28-Mar-21

| Particulars                                                                                                                         | Debit           | Credit          |
|-------------------------------------------------------------------------------------------------------------------------------------|-----------------|-----------------|
| Electrical-URD <i>Dr</i>                                                                                                            | <b>120.00</b>   |                 |
| To ECARD-Syed Golam Sarwar Expenses Card                                                                                            |                 | <b>120.00</b>   |
| <b>On Account of :</b><br>Being amount credited to Syed Golam Sarwar towards<br>Purchase of Sump Room Bulb and Cupling for Plumbing |                 |                 |
|                                                                                                                                     | <b>₹ 120.00</b> | <b>₹ 120.00</b> |

Prepared by: ramakrishna

Approved by

**Cell : 9490408997, 9948706303, 9502405912**

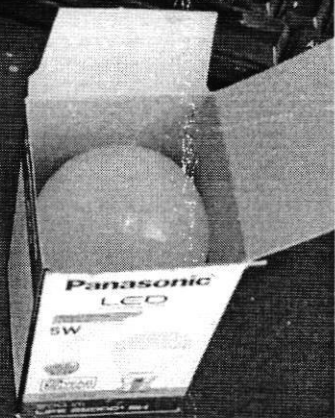
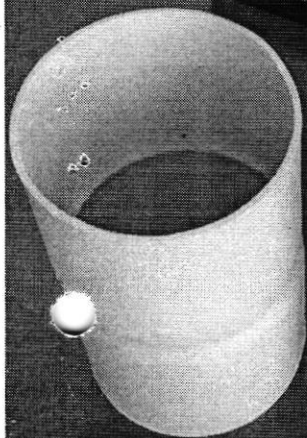
Opp. Andhra Bank, Village & Mandal Chevella, R.R. Dist.

Date 23/3/2021

[illegible]

Goods once sold will not be taken or exchange

Signature



**Serene Constructions LLP (20-21)**

M G Road, Ranigunj

Secunderabad

State Name : Telangana, Code : 36

**Journal Voucher**No. : **JOU/10334**Dated : **28-Mar-21**

| Particulars                                                                                                       | Debit           | Credit          |
|-------------------------------------------------------------------------------------------------------------------|-----------------|-----------------|
| OE-Misc. Expenses <i>Dr</i>                                                                                       | <b>400.00</b>   |                 |
| To ECARD-Syed Golam Sarwar Expenses Card                                                                          |                 | <b>400.00</b>   |
| <br><b>On Account of :</b><br>Being amount credited to Syed Golam Sarwar towards Petrol<br>Expenses to Office Boy |                 |                 |
|                                                                                                                   | <b>₹ 400.00</b> | <b>₹ 400.00</b> |

ANK

A03/2020

NOZZLE NO :  
 PRODUCT : PETROL  
 RATE : 05.07 INR/LIT  
 VOLUME : 2.10 LIT  
 AMOUNT : 200.00 INR

VEHICLE NO : NOT ENTERED  
 PRESET : 200.00 INR

One Construction (Hyd)

Received By: *[Signature]*  
 S.R.

MRN No: Dt:

Inward No: 9759

Dt: 24-03-21

INWARD

50



HDFC BANK

Thank You! Visit Again

HDFC BANK

\*\*\*\*\*  
NOZZLE NO : 1  
PRODUCT: PETROL  
RATE : 95.07 INR/Ltr  
VOLUME: 2.10 Ltr  
AMOUNT: 200.00 INR  
\*\*\*\*\*

A03/2020

\*\*\*\*\*  
PRESET: 200.00 INR  
VEHICLE NO: NOT ENTERED  
INVOICE NO: 126892  
TXN NO: 1031911985  
\*\*\*\*\*

Received By: K. Sathish  
S. Sathish  
19 APR 2021  
Sri Venkataswamy (Hyd) LLP

HDFC BANK

MRN No: \_\_\_\_\_  
Inward No: 5760  
Dt: 24-03-21

G-5101

M/S. SRI VENKATA SAI F/S  
YENKAPALLY



HDFC BANK

## DEBIT VOUCHER

Voucher No. \_\_\_\_\_

A/c. Soram Construction Up

Date: 24-03-21

|                                                          |                                                                          |                                                                          |                                                                          |     |  |
|----------------------------------------------------------|--------------------------------------------------------------------------|--------------------------------------------------------------------------|--------------------------------------------------------------------------|-----|--|
| <b>Paid to</b> <u>Sri Kant (office boy)</u>              | <b>Rs.</b>                                                               | <b>Ps.</b>                                                               |                                                                          |     |  |
| <b>towards</b> <u>Visiting HO to submit weekly Vouch</u> | 400<br>/                                                                 |                                                                          |                                                                          |     |  |
|                                                          |                                                                          |                                                                          |                                                                          |     |  |
| <b>Rupees</b> <u>Four hundred rupees only</u>            |                                                                          |                                                                          |                                                                          |     |  |
|                                                          |                                                                          |                                                                          |                                                                          |     |  |
| <b>Paid by</b> <u>Cheque</u>                             | <b>Cheque No.</b>                                                        | <b>Dated</b>                                                             | <b>Drawn on Bank</b>                                                     |     |  |
| <u>Cash</u>                                              | <div style="border: 1px solid black; width: 150px; height: 40px;"></div> | <div style="border: 1px solid black; width: 150px; height: 40px;"></div> | <div style="border: 1px solid black; width: 150px; height: 40px;"></div> |     |  |
| <b>Certified by:</b>                                     |                                                                          |                                                                          |                                                                          | 400 |  |

*[Signature]*  
S.R. ENGINEER  
Farm House (Hyd) LLP

Prepared by

Approved by

Receiver's Signature

**Serene Constructions LLP (20-21)**  
M G Road, Ranigunj  
Secunderabad  
State Name : Telangana, Code : 36

## Journal Voucher

No. : JOU/10335

Dated : 28-Mar-21

| Particulars                                                                                                    | Dr | Debit      | Credit     |
|----------------------------------------------------------------------------------------------------------------|----|------------|------------|
| OIE-Repairs & Maintenance-Equipment                                                                            |    |            |            |
| To ECARD-Syed Golam Sarwar Expenses Card                                                                       |    | 1,778.00   |            |
|                                                                                                                |    |            | 1,778.00   |
| Account of :<br>Being amount credited to Syed Golam Sarwar towards Diesel<br>for DG to have power backup 20ltr |    |            |            |
|                                                                                                                |    | ₹ 1,778.00 | ₹ 1,778.00 |

**On Account of :**

Being amount credited to Syed Golam Sarwar towards Diesel for DG to have power backup 20ltr

Prepared by: ramakrishna

Approved by

# DEBIT VOUCHER

Voucher No. \_\_\_\_\_

A/c. \_\_\_\_\_

Date : 24-03-21

Paid to Sri Vankata Sai (Pump)

towards Toward purchasing diesel for the  
DC to have power backup at site -

(Approved by Jai Kumar Sir) as petrol card is not  
working.

Rupees One thousand Seven hundred <sup>Seventy</sup> Eight  
supers only -

Rs.

Ps.

1,778

Paid by Cheque  
Cash

Cheque No.

Dated

Drawn on Bank

ified by:

*[Signature]*

Prepared by

ENGINEER  
-se (Hyd) LLP

Approved by

Receiver's Signature



1,778

Thank You! Visit Again

HDFC BANK

AMOUNT: 1778.60 INR

VOLUME: 20.00 Ltr

RATE: 88.93 INR/Ltr

DENSITY: 0.005 kg/m3

PRODUCT: Product

NOZZLE NO

A03/2020

\*\*\*\*\*

VEHICLE NO: NOT ENTERED

INVOICE NO: 120627

INWARD

Inward No: 5763

Dt: 24-03-21

RN No:

Dt:

Received By

Sign:

erene Construction (Hyd) LLP



5001

HDFC BANK

5763



**Serene Constructions LLP (20-21)**

M G Road, Ranigunj

Secunderabad

State Name : Telangana, Code : 36

**Journal Voucher**No. : <sup>10340</sup>~~JOU/10336~~

Dated : 28-Mar-21

| Particulars                                                                                    |    | Debit      | Credit     |
|------------------------------------------------------------------------------------------------|----|------------|------------|
| OIE-Repairs & Maintenance-Equipment                                                            | Dr | 1,781.00   |            |
| To ECARD-Syed Golam Sarwar Expenses Card                                                       |    |            | 1,781.00   |
| On Account of :                                                                                |    |            |            |
| Being amount credited to Syed Golam Sarwar towards Diesel for DG to have power backup 19.99ltr |    |            |            |
|                                                                                                |    | ₹ 1,781.00 | ₹ 1,781.00 |

Prepared by: ramakrishna

Approved by

**DEBIT VOUCHER**

Voucher No. \_\_\_\_\_

A/c. Serum Construction Lp

Date : 23-03-21

|          |                                                                                 |       |               |
|----------|---------------------------------------------------------------------------------|-------|---------------|
| Paid to  |                                                                                 | Rs.   | Ps.           |
| towards  | Purchasing of <del>petero</del> diesel for the D/G                              | 178)  |               |
|          | to have power backup as petrol card is not working. (Approved by Jai Kumar Sir) | /     |               |
| Rupees   |                                                                                 |       |               |
|          |                                                                                 |       |               |
| Paid by  | Cheque No.                                                                      | Dated | Drawn on Bank |
| Cash     |                                                                                 |       |               |
| ified by |                                                                                 |       | 178/          |

~~Certified by:~~

Prepared by

Prepared by

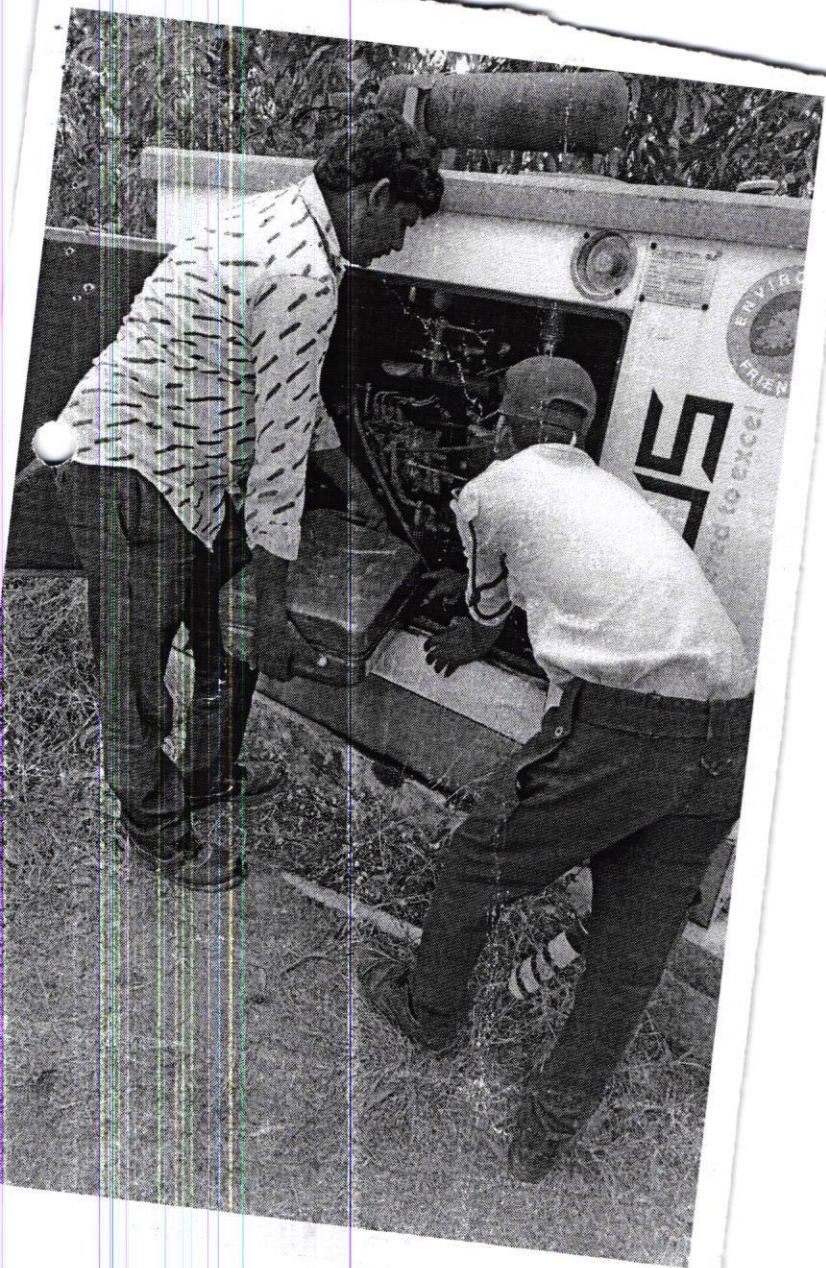
S.R. ENGINEER

7. Indi Farm House (Hvd) 11 P

Approved by:

Receiver's Signature





**Serene Constructions LLP (20-21)**

M G Road, Ranigunj

Secunderabad

State Name : Telangana, Code : 36

**Journal Voucher**

No. : JOURNAL 10340 10340

Dated : 28-Mar-21

| Particulars                                                                                                                 | Debit           | Credit          |
|-----------------------------------------------------------------------------------------------------------------------------|-----------------|-----------------|
| Doors, Door Frames & Hardware-URD <i>Dr</i>                                                                                 | <b>720.00</b>   |                 |
| To ECARD-Syed Golam Sarwar Expenses Card                                                                                    |                 | <b>720.00</b>   |
| <b>On Account of :</b><br>Being amount credited to Syed Golam Sarwar towards Screw<br>for Electrical and Grills fixing work |                 |                 |
|                                                                                                                             | <b>₹ 720.00</b> | <b>₹ 720.00</b> |

Prepared by: ramakrishna

Approved by

**Cell : 9490770591  
9912856985**

Signature

