

## OFF. 037 - EXPENSE FORM - SHORE EMPLOYEES

Date : 01-10-2023
Page : 1 of 1
Made by : QHSE

Approved by : MD Rev. No : 0

## ONE DOCUMENT PER CURRENCY CURRENCY NAME PERIOD: COMPANY: SURNAME: Sawant FIRST NAME: Nutan DATE: 01-10-23 01-10-2023 to 31-10-2023 Other expenses Nature of expenses Evidence doc. Travel Date Hotel Meals Phone / Internet Misc. (travel itinerary, cost details) Number Expenses Amount Nature Cable cost ₹ 500.00 500.00 For the month of Oct 01-Sep 1400 From 01-10-2023 to 31-10-2023 ₹ 180.00 180.00 For the month of Oct ₹ 680.00 Total ₹ 180.00 ₹ ₹ 500.00 Account of (vessel or APPROVED Employee Signature **Total Expenses** 680.00 company name) nutans , 30-Oct-2023 ,2:32:10 PM **Exchange Rate** Manager Signature 0.00 **Total Expenses in INR** Management Signature ₹ 680.00