ONE DOCUMENT PER CURRENCY

CURRENCY NAME

COMPANY:	MTMPL	SURNAME:	SINGH	FIRST NAME:	HARIOM	DATE :	29-04-2023	PERIOD:	Apr-2023

Date	Nature of expenses (travel itinerary, cost details)	Evidence doc. Number	Travel Expenses	Hotel	Meals	Phone / Internet	Misc.	Other expenses	
								Amount	Nature
29-Apr	Home Internet Bill					₹ 700.00			
29-Apr	Monthly Railway Pass		₹ 755.00						
29-Apr	Visiting card and ID card design for Abhishek Gupta						₹ 75.00		
29-Apr	Visiting card and ID card printing chargesfor Abhishek Gupta						₹ 170.00		
29-Apr	office to goregaon return by auto		₹ 100.00						
29-04-23	Rammandir to office by auto INR 10 x 12 days		₹ 120.00						
		Total	₹ 975.00	₹ -	₹ -	₹ 700.00	₹ 245.00	₹ -	

Account of (vessel or company name)

Total Expenses	**₹ 1,920.00**
Exchange Rate	0.00
Total Expenses in INR	**₹ 1,920.00**

Employee Signature	
Manager Signature	
Management Signature	