

## OFF. 037 - EXPENSE FORM - SHORE EMPLOYEES

: 01-10-2018 : 1 of 1

Date : 01-10-20
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Made by : QHSE
Approved by : MD
Rev. No : 0

CURRENCY NAME

Account of (vessel or company name) COMPANY: ONE DOCUMENT PER CURRENCY 15-06-23 INTERNET CHARGES
30-06-23 TRAVELLING CHARGES Date INTERNET CHARGES MTMPL Nature of expenses (travel itinerary, cost details) SURNAME: FIRST NAME: Evidence doc. Number Total 401 0 Total Expenses in INR **Exchange Rate Total Expenses** ₹ 1,600.00 ₹ ₹ 1,600.00 Travel Expenses Sangeeta Hotel DATE : **4**4 ₹ 2,250.00 ₹ 2,250.00 0.00 Meals ₹ 650.00 Phone / Internet 650.00 ₹ 30-06-23 Management Signature Employee Signature Manager Signature Misc. PERIOD ₹ 1,600.00 Amount 2,250.00 650.00 Other expenses JUNE Nature