

PETTY CASH VOUCHER

Doc # : PCV-STB-24/4

Date : 18 Jan 2024

Narration :

SNO	Account Name	Description	Tower	Unit	Taxable Amount	VAT	Total
1	TELEPHONE AND FAX EXPENSES	MONTHLY CALLING CARD FOR MR.SHOHAIB PRO	BHR - Head Office	None	125.00	0.00	125.00
2	VEHICLES REPAIR AND MAINTENANCE EXPENSES	MR. SHOHAIB PRO	BHR - Head Office	None	10.00	0.00	10.00
3	PANTRY EXPENSES	PANTRY ITEMS FOR BHR OFFICE	BHR - Head Office	None	47.00	0.00	47.00
4	ACCOMMODATION EXPENSES	COOKING GAS FOR BHR STAFF AT CRYSTAL PLAZA	CRYSTAL PLAZA BUILDING	None	130.00	0.00	130.00
5	VEHICLES REPAIR AND MAINTENANCE EXPENSES	BEARING UNIT FOR VEHICLE # T62310 MADHU	STBM - Maintenance Dept	None	462.00	23.10	485.10
6	ACCOMMODATION EXPENSES	COOKING GAS FOR BHR STAFF AT BEIGE & GULF RESIDENCE	STBM - Maintenance Dept	None	280.00	0.00	280.00
7	VEHICLES REPAIR AND MAINTENANCE EXPENSES	BREAKPAD U67334 MUNAWER	STBM - Maintenance Dept	None	258.96	12.95	271.91
8	VEHICLES REPAIR AND MAINTENANCE EXPENSES	UPPER ARM AND FUELINJECTION VEH # MUNAWER U 67334	STBM - Maintenance Dept	None	219.00	10.95	229.95
9	VEHICLES REPAIR AND MAINTENANCE EXPENSES	WHEEL ALIGNMENT MR RAJ H86311	STBM - Cleaning Dept	None	95.24	4.76	100.00

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10	PETROL EXPENSES	PETROL FOR CAR RENT MR RAJ 47589	STBM - Cleaning Dept	None	100.00	0.00	100.00
11	TELEPHONE AND FAX EXPENSES	MONTHLY CALLING CARD FOR MR. PRASAD STOREKEEPER	STBM - Maintenance Dept	None	55.00	0.00	55.00
12	PANTRY EXPENSES	PANTRY ITEMS /WATER FOR BHR STORE	STBM - Maintenance Dept	None	82.00	0.00	82.00
13	ROUND OFF EXPENSES	ROUND OFF FILLS	STBM - Maintenance Dept	None	0.04	0.00	0.04
Total Amount (Excl. VAT)							1,864.24
VAT Amount							51.76
Net Amount (Incl. VAT)							1,916.00
In Words : AED One Thousand Nine Hundred Sixteen Only							

Received By

Prepared By

Approved By