



G Tech Web Marketing Pvt. Ltd.

G TECH WEB MARKETING PVT. LTD.

MS-90, First Floor Hari Nagar, New Delhi - 110064

Voucher No.....

Dated 7/10/2024

DEBIT

AMOUNT
RS. P.

Office Expense
to VPI paid by Shilpa mam to
Laxman for local conveyance

900.00

Rupees

TOTAL Rs.

900.00

CREDIT

Rupees

TOTAL Rs.

900.00

Accountant

Manager/Auth. Signatory

Received with thanks from M/s. G TECH WEB MARKETING PVT. LTD.
the sum of Rupees.....
by Cash/Cheque No
on account of

Rs.

Signature
Laxman

Local Conveyance Sheet

Employee Id: GT-0

Name: Laxman Regmi

Designation:

Department:

Date	Place From	Place To	Distance	Amount (Rs.)	Mode (Bus/Ricks)
25/09/2024				200	
30/09/2024				200	
20/09/2024				100	
21/09/2024				200	
Peswar				100	
20/09/2024				100	
Total (in words) Nine hundred only.					Approved

Certified that no official vehicle was made available for the purpose (s) spent the amount (s) claimed above for the official purpose. The amount bank account.

Signature of the Reporting Authority

Date: 7 Oct 2024

Local Conveyance SheetName: Laxman ReemEmployee Id: GT-0014

Designation:

Department:

Date	Place From	Place To	Distance	Amount (Rs.)	Mode of Conveyance (Bus/Three Wheeler Auto Rickshaw/Taxi/Own Vehicle)	Purpose of Visit and Source of Funding (Client Visit, Cheque Received Etc)
25/09/2024				200		
30/09/2024				200		
20/09/2024				100		
21/09/2024				200		
20/09/2024				100		
20/09/2024				100		
Total (in words) <u>Nine hundred only.</u>					<u>Approved</u>	

Certified that no official vehicle was made available for the purpose (s) specified above. I have actually spent the amount (s) claimed above for the official purpose. The amount may be transferred to my bank account.

Laxman Reem
(Signature of the Reporting Authority)

Date: 20/09/2024

Laxman
(Signature of the Claimant)