

# General Expense Reimbursement



Employee Name: **Harishchand Maskare**  
 ID:   
 Manager Name: **Mr. Gaurav Shah**  
 Department: **Hardware and Network**

Expense Period  
 From: **8th Oct 2024**  
 To: **15th Oct 2024**

## Itemized Expenses

DATE	Discription	CATEGORY	DISTANCE/ QUANTITY	BILLS ATTACHED	COST
8-Oct-24	Lunch (Me, Vishal,Sai,Pradeep & Amit)	Food	1	Yes	699
9-Oct-24	Breakfast(Me, Vishal,Sai,Pradeep & Amit)	Food	1	Yes	130
10-Oct-24	Breakfast(Me,Sai & Amit)	Auto	1	Yes	300
	Lunch (Me,Sai & Amit)	Train	1	Yes	650
	Dinner(Me & Sai)	Food	1	Yes	510
11-Oct-24	Shop to Hotel (Me & Sai)	Auto	1	No	70
	Hotel to Belgaon station (Me & Sai)	Auto	1	No	140
	Belgaon to Pune(Me & Sai)	Train	1	Yes	2626.3
	Pune station to Thergaon	Auto	20	No	200
	Office to Chinchwad to office====> Camera Issues	Travel	38	No	190
12-Oct-24	office to satara road to office to chinchwad to Office====> camera and security checking	Travel	54	No	270
14-Oct-24	office to market to pune shop====> camera checking	Auto	8	No	40
15-Oct-24	Thergaon to Pune station(Mumbai Visit)	Auto	20	No	220
	Pune station to Mumbai csmt	Train	1	Yes	590.4
	Mumbai csmt to Office	Auto	7	No	150
	Lunch	Food	1	Yes	230
	Dinner(With Rushi)	Food	1	Yes	690
	Office to Hotel	Auto	1	No	80
SUBTOTAL				₹	7,785.70
Less Cash Advance					
TOTAL REIMBURSEMENT				₹	7,785.70

Don't forget to attach receipts!

Date of submission	Signature of Employee	Signature of Authorised
<input type="text"/>	<input type="text"/>	<input type="text"/>

# Madhuban Restaurant

Khanapur road Shastri Nagar  
Belagavi

## CASH MEMO

Bill No:362

Date:08-10-2024

TABLE NO.04

Time:15:10:35

Waiter:

Customer:

SN	ITEM	QTY	RATE	MOUNT
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1	Veg Maratha	1	229	229
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2	Roti	10	20	200
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3	Jira Rice	1	110	110
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	Dal Tadka		120	120
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6	Mineral Water	2	40	40
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**NET AMOUNT: 699**

Thank You.....

TUMKUR TATTE IDLI

BESIDE SANGH DEVI TEMPLE

BELUR

CASH/BILL

TBL 0000

NO.000221

- CR 01

WTR 00

09-10-2024

.....  
DESCRIPTION

QTY

RATE

AMOUNT

.....  
TOLATO OMLET

1.00

70.00

70.00

PAINAPLE SHIRA

1.00

30.00

30.00

UPPIT

1.00

30.00

30.00

.....  
CASH

₹ 130.00

THANK YOU

VISIT AGAIN....

C 3

11:18:15 M/C NO

1

**SHREE RADHE KRISHNA  
RESTAURANT**  
Sherri Galli Corner Belgaum

**DATE - 10/10/24**

**BILL No.- 197**

**02:15PM**

Item	Qty	Rate	Amt
Kaju Masala	1	230	230
Wheet Roti	8	20	160
Jira rice	1	110	110
Dal Tadaka	1	130	130
mineral water	1	20	20

**Total**

**650**

**SHREE RADHE KRISHNA  
RESTAURANT**  
Sherri Galli Corner Belgaum

DATE - 10/10/24

BILL No.- 396

10:26PM

Item		Rate	Amt
Paneer Lababdar	1	220	220
Wheet Roti	5	20	100
Hyderabadi Biryani	1	170	170
mineral water	1	20	20

**Total**

**510**

Ticket Confirmation

Dear HARISHCHAND MASKARE(User Id: Lucky5602),

Thank you for using IRCTC's online rail reservation facility. Your booking details are indicated below.

PNR No. :	4308434558	Train No. / Name :	20669 / UBL PUNE VB EXP	Quota :	GENERAL
Transaction ID :	100005307201251	Date & Time of Booking :	11-Oct-2024 12:42:38 AM HRS	Class :	CHAIR CAR
From :	BELAGAVI (BGM)	Date of Journey :	11-Oct-2024	To :	PUNE JN (PUNE)
Boarding At :	BGM	Date Of Boarding :	11-Oct-2024	Scheduled Departure* :	11-Oct-2024 07:00
Reservation Up to :	PUNE JN ( PUNE)	Scheduled Arrival :	11-Oct-2024 13:30	Adult: 2	Child: 0
Passenger Mobile No :	9907204030	Distance :	417KM	Insurance (No. of Psng) :	2

Passenger Details

Sl. No.	Name	Age	Gender	Catering Service Option	Status	Coach	Sest / Berth / WL No
1	HARISHCHAND MASK	36	Male	VEG	CNF	C3	40
2	SAIPRASHAD P	36	Male	VEG	CNF	C3	41

Fare Details (Inclusive of GST)

Ticket Fare	Convenience Fee	Travel Insurance Premium	Total Fare
Rs. 2590.00	Rs. 35.40	Rs. 0.90	Rs. 2626.30 *

\* Payment Gateway charges as applicable.



**Dear HARISHCHAND MASKARE(User Id: Lucky5602),**

Thank you for using IRCTC's online rail reservation facility. Your booking details are indicated below.

<b>PNR No. :</b>	4828613024	<b>Train No. / Name :</b>	22731 / MUMBAI EXP	<b>Quota :</b>	GENERAL
<b>Transaction ID :</b>	100005314976718	<b>Date &amp; Time of Booking :</b>	14-Oct-2024 07:53:10 PM HRS	<b>Class :</b>	THIRD AC
<b>From :</b>	PUNE JN (PUNE)	<b>Date of Journey :</b>	15-Oct-2024	<b>To :</b>	C SHIVAJI MAH T (CSMT)
<b>Boarding At :</b>	PUNE	<b>Date Of Boarding :</b>	15-Oct-2024	<b>Scheduled Departure* :</b>	15-Oct-2024 09:00
<b>Reservation Up to :</b>	C SHIVAJI MAH T (CSMT)	<b>Scheduled Arrival :</b>	15-Oct-2024 13:05	<b>Adult: 1</b>	<b>Child: 0</b>
<b>Passenger Mobile No :</b>	9907204030	<b>Distance :</b>	192KM		

## Passenger Details

Sl. No.	Name	Age	Gender	Catering Service Option	Status	Coach	Seat / Berth / WL No
1	HARISHCHAND MASK	36	Male	N/A	CNF	B4	16

## Fare Details (Inclusive of GST)

Ticket Fare	Convenience Fee	Total Fare
Rs. 555.00	Rs. 35.40	Rs. 590.40 *

\* Payment Gateway charges as applicable.

# divd

HIRE YOG

(Faith Hospitality)

121 City Terrace, Opp. CSMT Station  
Main Gate, Walchand Hirachand Marg  
Fort Mumbai 400001

Mob: 9930181821

----- Cash Memo -----

Date 11/10/24

Bill No. : 36155

T. No..

W. No. : COUNTER

Particulars

Qty Rate Amount

TAK

1

40

40

MISCELLANEOUS

1

20

20

1 LITRED SADI THALI

1

170

170

Food Total : 230.00

3/3/2

Total Rs :

230

E.&O.E.

Thank You

(01:48 PM)

Visit Again



SHREEJI'S  
 1st Floor, Shop No. 39, 17  
 Dhobi Talao, Mumbai 4  
 Ph: 22031888, 22031689  
 Mob: 8928468706, 8451013050

TAX INVOICE

Date : 15/10/24 Bill No. : 75  
 T.No. : 12 W. No. : 1

Particulars	Qty	Rate	Amount
VEGE MUMATZ	1	240	240
FINGER CHIPS	1	105	105
STEAM RICE (FULL)	1	110	110
ROTI	2	26	52
BTR ROTI	2	30	60
MINERAL WATER (BIG)	1	20	20
BTR MILK	2	35	70

**PAYED**

Sub Total : 657.00  
 GST @ 2.5% : 16.42  
 Total : 673.42  
 Food Total : 659.84  
 End Aet : 0.16

7/10/1 Total : 690

KOT Nos : 150, 159, 172, 174, 170  
 GST No : 27/AP/100/20170  
 15011