

General Expense Reimbursement



Employee Name: Harishchand Maskare				Expense Period	
ID:				From: 1st Dec 2024	
Manager Name: Mr. Gaurav Shah				To: 31st Dec 2024	
Department: Hardware and Network					
Itemized Expenses					
DATE	Discription	CATEGORY	DISTANCE/ QUANTITY	BILLS ATTACHED	COST
5-Dec-24	Office to Charholi to office==>Project working	Travel	44	No	220
10-Dec-24	Office to Katraj to office==>Exhibition Parcel	Travel	22	No	110
11-Dec-24	office to Chinchwad to Office==>for old DVR,video baloon, smps etc	Travel	38	No	190
	Dinner(Me, Sai & Vishal)(bhor Exhibition)	Food	1	Yes	470
12-Dec-24	Lunch(Me, Sai & Nikhil)(Vita Exhibition)	Food	1	Yes	866.26
	Dinner(Me, Sai & Nikhil)	Food	1	Yes	550
13-Dec-24	Breakfast(Me, Sai & Nikhil)	Food	1	Yes	483
	Lunch (Me, Sai & Nikhil)	Food	1	Yes	660
	Pune station to Thergaon	Auto	1	No	280
18-Dec-24	Office to Chinchwad to Office==> Camera issues	Travel	38	No	190
20-Dec-24	Office to Charholi to office==>Project working	Travel	44	No	220
	Charholi to Pune shop(Cable Delivar)	Auto	1	No	500
24-Dec-24	Office to Dhankavadi to office to Charholi to Office==> Camera issues in Temple, Project work	Travel	62	No	310
25-Dec-24	Office to Pune shop to Office==> Camera issues	Travel	6	No	30
26-Dec-24	Office to Charholi to Office==> Project work	Travel	44	No	220
27-Dec-24	Thergaon to Navale bridge(Kolhapur Visit)	Auto	35	No	350
28-Dec-24	Navale Bridge to Thergaon	Auto	35	No	400
	Office to Charholi to Office==> Project work	Travel	44	No	220
	Porter-Pune to Charholi==> Material Deliver	Porter	1	Yes	719
	Charholi to Pune==> Material Deliver	auto	1	No	500
29-Dec-24	Office to Charholi to Office==> Project work	Travel	44	No	220
30-Dec-24	Office to Charholi to Office==> Project work	Travel	44	No	220
31-Dec-24	Office to Charholi to Office==> Project work	Travel	44	No	220
SUBTOTAL				₹	8,148.26
Less Cash Advance					
TOTAL REIMBURSEMENT				₹	8,148.26
Don't forget to attach receipts!					
Date of submission	Signature of Employee		Signature of Authorised		



HOTEL SHIVKRUPA

Pure Veg

Near S. T. Stand Bhor (Pune).
Mob. No. 9923567727

Date :-

Bill No. :-

Quantity	Items	Rupees
1	०६५ ५२१६१	180
6	२१२१	120
1	०६५ ५०६१०	150
1	विशालेरी	20
Thank you !		Total - 470

GOLDEN CURRY

Vita-Karad Road Vivekananda
Nagar Near By Kālammadevi
Mandir Vita Maharashtra India
415311

Contact No: 7775028000

GSTIN : 27AAYFK1861H1ZT

FSSAI No:11522087000289

12 December 2024 04:13 PM

Customer Copy

Dine in

Table: Table 14

User: GCcashier

Item	Qty	Rate	Total
1. Paneer Masala	1	230	230
2. Butter milk	3	40	120
3. Masala Papad	2	30	60
4. MINERAL WATER	1	20	20
5. Dal Tadka	1	130	130
6. Wheat Roti	4	25	100
7. Butter Naan	1	45	45
8. Jeera Rice (Full)	1	120	120

Total Qty : 14

Total Amount : Rs 825.00

CGST (2.5%) : Rs 20.63

SGST (2.5%) : Rs 20.63

Grand Total: Rs 866.26

eight hundred and sixty six Indian rupee
and two six Paise only

KESRI Pure Veg Family
Restaurant
Hanmant Bazar, Vita

DATE -12/12/24

BILL No. - 436

TABLE NO.06

22:55PM

Particulars	Qty	Rate	Amt
Kesari Special Ve	1	280	280
Wheet Roti P	6	20	120
Naan B	1	40	40
Jira Rice H	1	70	70
Mineral Water	2	20	40
Total			550

THANK YOU

GOLDEN CURRY

Vita-Karad Road Vivekananda
Nagar Near By Kalammadevi
Mandir Vita Maharashtra India
415311

Contact No: 7775028000

GSTIN : 27AAYFK1861H1ZT

FSSAI No:11522087000289

13 December 2024 12:52 PM

Customer Copy

Dine in

Table: Table 19

User: GCcashier

Item	Qty	Rate	Total
1.Alco Paratha	2	75	150
2.Veg Cheese Grill Sandwich	2	100	200
3.Peri Peri Fries	1	90	90
4.MINERAL WATER	1	20	20
Total Qty : 6		Total Amount : Rs 460.00	
		CGST (2.5%) : Rs 11.50	
		SGST (2.5%) : Rs 11.50	

Grand Total : Rs 483.00

*four hundred and eighty three Indian
rupee and zero zero Paise only*

KESRI Pure Veg Family
Restaurant
Hanmant Bazar, Vita

DATE -13/12/24

BILL No. - 210

TABLE NO.04

2:35PM

Particulars	Qty	Rate	Amt
Veg Angara Handi	1	300	300
Wheet Roti P	4	20	80
Naan B	1	40	40
Jira Rice H	1	100	100
Dal Tadaka	1	100	100
Mineral Water	2	20	40
Total			660

THANK YOU.....

← Trip details



28 Dec 2024, 02:28 PM

CRN1858113217

₹ 719.0



SOMNATH KALE

3 Wheeler | MH-12-WR-1293



Techne AI Pvt Ltd, above kaka halwai, near K.E....



PNG Jewellers Charholi, Chovisawadi, Charholi ...

Fare details

Trip Fare ₹ 718.58

Coupon discount ₹ -0.0

Fare Without Tax ₹ 718.58

CGST Tax ₹ 0.0

SGST Tax ₹ 0.0

Rounding ₹ 0.42

Total Order Fare ₹ 719.0

Payment details

Cash ₹ 719.0

[Mail Invoice](#)

[Book Again](#)