General Expense Reimbursement



Employee Name:Saiprasad Phadatare ID:119

Manager Name: Mr. Gaurav Shah Department: Hardware and Network

30/Mar/25 From: 30/Mar/25

To:

DATE	HARDWARE PURCHASE DETAILS	QΤΥ	CATEGO RY	DISTAN CE/ QUANTI TY	BILLS ATTA CHED	
30/Mar/25	64 GB MEMORY CARD FOR CAMERA	1 NO'S			Υ	490
	@ WAI FESTIVAL COUNTER					

SUBTOTA ₹ 490.00 Less Cash Advance

TOTAL RE ₹ 490.00

Don't forget to attach receipts!

Date of submission	Signature of Emplyoe	Signature of Authorised		
15/Jan/25				

