

**Petty Expense Requisition  
(Vendor payment / Corporate Credit Card / Imprest)**

Name of Co.	Krisumi Corporation Pvt Ltd		
Purpose	Easel Stand / Sunboard		
Budget	Miscellaneous		
Subject	Easel Stand / Sunboard		
Date	1/8/2025		
Petty Expense Requisition form Serial no.	Marketing - 13		
S.no.	Nature of expense / Description	Vendor Name	CP / Customer / Other, Name
1	Easel Stand / Sunboard	Providence Adworks	Amount
2	A4 Sheet Printing	Kunal Yadav	17,700
			1,680
			<b>Total</b>
			<b>19,380</b>
	Requester		Department HOD