



KRISUMI CORPORATION
Annexure to Domestic Travel Expenses Claim Format
TRAVELLING BILL

NAME: Sandeep Gupta

DESIGNATION: Sr. Manager Sales

Month : April 2025

EXPENSES DETAILS

CONVEYANCE EXPENSES DETAILS

DATE	FROM	TO	MODE	KM	Petrol RATE/k.m.	AMOUNT	PURPOSE
2/4/25	Office	Sector 69	By Own Car	20	9/-	180	Verification of New Empanelment CP
7/4/25	Office	Sohna Road	By Own Car	16	9/-	144	Meeting with New/Inactive CP
9/4/25	Office	Sector 57	By Own Car	25	9/-	225	Meeting with New/Inactive CP
11/4/25	Office	Sector 83	By Own Car	16	9/-	144	Meeting with New/Inactive CP
16/4/25	Office	Sector 67	By Own Car	25	9/-	225	Meeting with New/Inactive CP
17/4/25	Office	Sector 109	By Own Car	10	9/-	90	Meeting with New/Inactive CP
17/4/25	Office	Sector 92	By Own Car	10	9/-	90	Verification of New Empanelment CP
	Total					1098/-	


Signature of the Employee

