

Summary of Jim Corbit Trip

S.No.	Bill Date	ERP no.	Description	Approval	Expenditure	Mode of Payment
1	31-07-2023	34952	Resort & other Expenses	4,72,000	4,16,600	Online
3	27-07-2023	35075	Gift		8,250	Online
4	27-07-2023	35076	Gift		8,400	Online
5	26-07-2023	35077	Gift		4,800	Online
Total onilne payment				4,72,000	4,38,050	
6	31-07-2023	35074	Lunch (31 July23)	1,00,000.00	8,648.00	Cash
7	31-07-2023	35074	Lunch (31 July23)		4,611.00	Cash
8	29-07-2023	35074	Miscellaneous Expenses		4,000.00	Cash
9	31-07-2023	35074	Tip to Waiters		1,000.00	Cash
9	31-07-2023	35074	Tip to Driver		1,000.00	Cash
10	29-07-2023	35074	Breakfast (29 July)		1,735.00	Cash
11	30-07-2023	35074	Breakfast		1,600.00	Cash
Total Cash Payment				1,00,000.00	22,594.00	
Balance Amt .					77,406.00	Utilised in regular Imprest expenses
						Summary Enclosed in another sheet