KRISUMI CORPORATION

Annexure to Domestic Travel Expenses Claim Format

TRAVELLING BILL

NAME: Satya Sharma

DESIGNATION: Deputy Manager

S.NO	DATE	TIME	FROM	TO	ARRIVAL TIME	MODE OF TRANSPORT	FARE (Paid by employee)	FARE (Paid by Company)
1								
2								
3								
4								
5								
6								
7								
	Total							0

EXPENSES DETAILS

Sl. No.	Expenses	No. Of Days	Bill No.	Date	AMOUNT (USD $)	AMOUNT (Rs.)
1	**Lodging**					
2	**Boarding**					
3	**Conveyance (Please Give details Below)**					
4	**Entertainment**					
5	**Telephone**					
6	**Printing & Stationery**					
7	**Airport Taxes**					
8	**Others (Pls. Specify)**					
	TOTAL					0

CONVEYANCE EXPENSES DETAILS

DATE	FROM	TO	MODE	KM	RATE	AMOUNT	PURPOSE
03/06-2024	Office	22, Tughlak Crescent	Own Vehicle	95	9	855	official work assigned by Disha maam
14/07/2024	Office	Magnolia	Own Vehicle	22	9	198	official work assigned by Disha maam
14/07/2024	Magnolia	Aerocity Pullman	Own Vehicle	18	9	162	official work assigned by Disha maam
14/07/2024	Aerocity Pullman	Office	Own Vehicle	35	9	315	official work assigned by Disha maam
11/09/2024	Office	Sector 62, Gurugram	Own Vehicle	15	9	135	official work assigned by Disha maam
	Total					1665	

Signature of the Employee

Sat-19