



KRISUMI CORPORATION

Annexure to Domestic Travel Expenses Claim Format

TRAVELLING BILL

NAME : LAVIT (K1361)

DESIGNATION : DEPUTY MANAGER - CONTRACTS & PROCUREMENT

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
07/02/25	OFFICE	KIRTI NAGAR	CAR.	80	9/-	720/-	Furniture showroom visit for Club banquet (To & Fro)
Total							

Please process the payment.

AK
9/03/25

DK
GANNON

LAVIT

Signature of the Employee

Lavit

From: Joyjit Chakravorty
Sent: 01 February 2025 13:52
To: Pawan Verma; Lavit; Mohit Bhutani
Cc: Akash; Ajay Pal
Subject: RE: External Mail :REVISED P.I. ATTACHED

Pawan San,

We have previous commitments planned for the week already and then the election happens for Delhi Assembly.

Let's keep it for Friday 2nd half only. The rest of the work can be completed before that – we are yet to receive the colour brochures etc as discussed with the partner.

Thank you for your kind understanding & support.

Warm Regards,



Joyjit Chakravorty

General Manager

Email: joyjit.chakravorty@krisumi.com

Mobile: 9007026036

Sector 36A, Gurugram



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From: Pawan Verma <pawan.verma@krisumi.com>

Sent: 01 February 2025 12:09

To: Joyjit Chakravorty <joyjit.chakravorty@krisumi.com>; Lavit <lavit@krisumi.com>; Mohit Bhutani <mohit.bhutani@krisumi.com>

Cc: Akash <akash@krisumi.com>; Ajay Pal <ajay.pal@krisumi.com>

Subject: RE: External Mail :REVISED P.I. ATTACHED

Dear Joyjit,

Since timelines are important so suggest to visit this Monday only and from our procurement team ,representative will come along with you.

Warm Regards,



Pawan Kumar Verma
Senior Vice President – Procurement & Contracts

Email: pawan.verma@krisumi.com
Mobile: +919820376871
Sector 36A, Gurugram



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From: Joyjit Chakravorty <joyjit.chakravorty@krisumi.com>
Sent: 01 February 2025 11:59
To: Pawan Verma <pawan.verma@krisumi.com>; Lavit <lavit@krisumi.com>; Mohit Bhutani <mohit.bhutani@krisumi.com>
Cc: Akash <akash@krisumi.com>; Ajay Pal <ajay.pal@krisumi.com>
Subject: RE: External Mail :REVISED P.I. ATTACHED

Dear Pawan San,

Me and Mohit San with your representative would like to visit the vendor showroom to inspect the products before we finalize the order.

Kindly let us know the sometime on Friday 2nd half for the visit.

Warm Regards,



Joyjit Chakravorty
General Manager
Email: joyjit.chakravorty@krisumi.com
Mobile: 9007026036
Sector 36A, Gurugram



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