



Employee Name:

PRAKASH CHANDRA

Date:

01.11.2020 to 30.11.2020

Department:

DM- PURCHASE

Period of claim

Date	From	To	Purpose	Mode of Travel	Kilo Meters in case of Car/Scooter	Rate per Km	Amount	Misc	Total
						Rs.	P.	Rs.	P.
09.11.2020	Site -Sector 36	Tanishq - M.G Road	For Gold Coin Purchasing	CAR	20	6.5	130	-	130
09.11.2020	Tanishq - M.G Road	Site -Sector 36		CAR	20	6.5	130	-	130
11.11.2020	Site -Sector 36	Greenlam Ghitori	For Wooden Flooring Samples	CAR	29	6.5	189	-	189
11.11.2020	Greenlam Ghitori	Site -Sector 36		CAR	29	6.5	189	-	189
EMPLOYEE SIGNATURE						TOTAL			
<i>[Signature]</i>						637			
APPROVAL									
<i>[Signature]</i>									

Received Rupees

CASH VOUCHER NO:

Date:

Receiver's Signature