

**Petty Expense Requisition
(Vendor payment / Corporate Credit Card / Imprest)**

Name of Co.	Krisumi Corporation Pvt Ltd			
Purpose	Client Possession	11:00am	16-08-2025	
Budget	₹12000/-			
Subject	Cake & Planter requirement for client birthday			
Date	16-08-2025			
Petty Expense Requisition form Serial no.	501			
S.no.	Nature of expense / Description	Vendor Name	CP / Customer / Other, Name	Amount
1	Half kg cake & Planter	CF&P	Unit no C3204	600/-
2			Sameer Malhotra	450/-
3				
4				
5				
6				
			Total	1050/-
	Satya Sharma Requester 12/08/2024			
	Dr. Renu Sharma For Dept.			
	Dr. Renu Sharma Requester 12/08/2024			
	Department HOD			

 Ritu Foods(Franchise of Fnp) Ground floor Shop No. BG-97 Conscient One Mall Sector 109 Gurgaon-122017 GSTIN/UIN: 06AGAPG6085D1ZQ State Name : Haryana, Code : 06 Buyer M/s Retail Customer. KRISUMI MOB :	Invoice No. 78	Dated 16-08-2025
	Delivery Note	Mode/Terms of Payment
	Supplier's Ref.	Other Reference(s)
	Buyer's Order No.	Dated
	Despatch Document No.	Delivery Note Date
	Despatched through	Destination
	Terms of Delivery	

SINo.	Particulars	HSN/SAC	Quantity	Rate	per	Amount
1.	Pineapple cake		500gm	600		600
2.	Syngonium plant		1 NOS	450		450
Total						₹ 1050.00

Amount Chargeable (in words) E. & O.E

INR ONE THOUSAND FIFTY ONLY

HSN/SAC	Taxable Value	Central Tax		State Tax		Total Tax Amount
		Rate	Amount	Rate	Amount	
		9%		9%		
Total			00.00		00.00	

Tax Amount (in words) : **INR ONE THOUSAND FIFTY ONLY**

GATE IN
NO. 1712
DATE 21/08/25
KRISUMI CORPORATION
Danyel

for Ritu Foods

 Authorised Signatory