

**Intrico Advisors Private Limited**

## Expense Reimbursement

Employee Name: Jai Chatwani

ID:

## Expense Period

From:

To

Client Name: Guetermann

Department: Internal Audit

## Business Purpose:

## Itemized Expenses

DATE	DESCRIPTION	CATEGORY	COST
17/04/2024	MG Road to Iffcco Chowk for Cab to Bawal	Uber Auto	50.00
23/04/2024	MG Road to Tushar sir's residence	Uber Auto	136.00
24/04/2024	MG Road to Tushar sir's residence	Uber Auto	136.00
24/04/2024	Return from Bawal to MG Road	Cab	1,280.00
25/04/2024	MG Road to Tushar sir's residence	Uber Auto	136.00
25/04/2024	Return from Bawal to MG Road	Cab	1,280.00
<b>SUBTOTAL</b>			<b>3,018.00</b>
Note: Mileage reimbursement for personal car = Rs10/- pkm and bike= Rs5/- pkm			
Less Cash Advance			
<b>TOTAL REIMBURSEMENT</b>			<b>3,018.00</b>

Note: Mileage reimbursement for personal car = Rs10/-pkm and bike= Rs5/- pkm

**Don't forget to attach receipts!**

**Employee Signature**

Date \_\_\_\_\_

**Approval Signature**

Date \_\_\_\_\_



Vikash Mandal

₹50

SUCCESSFUL

08:40am, 17th apr'24

Pay to BharatPe Merchant



Union Bank of India

XXXX0695 **UPI**



- payment initiated from your Union Bank of India account
- bank details of vikash mandal have been authenticated by NPCI
- amount deducted from Jaya's bank
- amount credited to recipient's bank



₹3 cashback won



transaction id

LKJBG7VLPXMYKGP

7:56

54.0 KB/S VoLTE 4G 33

← Details

Tickets



### Auto Ride

17 Apr 2024 • 08:28 am

₹50 • Completed



### RIDE DETAILS



**8, Chakkarpur, Sector 28**

Gurugram, Sarhol, Haryana 122002, India



**Iffco Chowk, Sector 29**

Gurugram, Haryana 122002, India

Duration

5.0 mins

Distance

2.5 kms

Ride ID

RD17133227021411283



DOC-20240425-WA0...



Uber

April 23, 2024

Here's your receipt for your ride, Jai

We hope you enjoyed your ride this morning.

Total	₹136.00
Trip charge	₹159.85
Subtotal	₹159.85
Rounding	₹0.13
Promotion	-₹23.98

## Payments



Cash

4/23/24 9:04 am

₹136.00

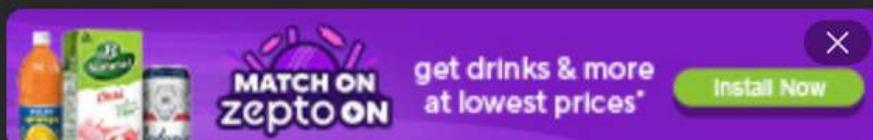
[Visit the trip page](#) for more information, including invoices (where available)

The total of ₹136.00 has a GST of ₹7.11 included.

You rode with ROHIT YADAV  
License Plate: HR05U0583

Uber Auto 13.15 kilometres | 25 min(s)

- 8:38 am | 798, Grace Rd, behind Sahara Mall, Saraswati Vihar, Chakkarpur, Sector 28, Gurugram, Haryana 122002, India
- 9:04 am | C355+J66, Harmony Dr, Rosewood City, Nirvana Country, Sector 49, Gurugram, Haryana 122018, India





Money Sent Successfully

₹136 

Rupees One Hundred Thirty Six Only

To: Rohit Yadav

UPI ID: 917042134524@paytm

RY

From: Jai Chatwani

Union Bank Of India - 0695

6

UPI Ref No: 448000896791

09:04 AM, 23 Apr 2024

# Uber

April 24, 2024

## Here's your receipt for your ride, Jai

We hope you enjoyed your ride this morning

Total	₹136.00
<hr/>	
Trip charge	₹159.85
<hr/>	
Subtotal	₹159.85
Rounding	₹0.13
Promotion	-₹23.98
<hr/>	

## Payments



Cash

4/24/24 9:17 am

₹136.00

[Visit the trip page](#) for more information, including invoices (where available)

The total of ₹136.00 has a GST of ₹7.11 included.

You rode with AMIR KHAN  
License Plate: HR55AF7950

Uber Auto 11.51 kilometres | 28 min(s)

- 8:48 am | 798, Grace Rd, behind Sahara Mall, Seraswati Vihar, Chakkarpur, Sector 28, Gurugram, Haryana 122002, India
- 9:16 am | C355+J86, Harmony Dr, Rosewood City, Nirvana Country, Sector 49, Gurugram, Haryana 122018, India



**Paid Successfully**

**₹136** 

Rupees One Hundred Thirty Six Only

**To: MobikwikMerchant**

UPI ID: ombk  
.aacy1526552yngpz3ut@mbk



**From: Jai Chatwani**

Icici Bank - 2427



**UPI Ref No: 448107596983**

09:17 AM, 24 Apr 2024

**DUTY-SLIP**  
**ANOOP TAXI SERVICE**

Near Rail Vihar, Gurgaon (Haryana)

Mob. 9717060722, 9910394219

Make Mazda Swift Date 24/04/24

Car No. HR-55-AL9922 Driver Name Rajesh

Starting Meter .....at..... Starting Time 5:15pm

Closing Meter .....at..... Closing Time 7:00pm

Total Kms. 70 Total Hrs. 1:45hr

Name of User Sandeep, Tai Phone No. ....

Address .....

Room No. ....

Booked by .....

Purpose : Personnel/Office Use .....

*Ghat*

**Signature**

❖ Time & Km. Should be charged from Garage to garage.

❖ Minimum 250 Kms. per day average for out station.

❖ Toll Tax, Parking & State Tax will be Charged Extra.

❖ Advance if any.

**Rs. 1280 = 00**

Particulars	Rate		Amount	
	Rs.	P.	Rs.	P.
Bawal to MG Road			1280 =	00

❖ Please indicate date, time & place if the car is required again





Money Sent Successfully

₹1,280 

Rupees One Thousand Two Hundred Eighty  
Only

To: Pooja Devi

UPI ID: 9718466165@paytm

PD

From: Jai Chatwani

Union Bank Of India - 0695

6

UPI Ref No: 448138993897

07:01 PM, 24 Apr 2024

**M****Mangat Singh****₹136****SUCCESSFUL**

08:57am, 25th apr'24

Pay To MANGAT SINGH



Union Bank of India

**XXXX0695** **UPI**

- payment initiated from your Union Bank of India account
- bank details of mangat singh have been authenticated by NPCI
- amount deducted from Jaya's bank
- amount credited to recipient's bank

transaction id

**5QX0ZMGMZAXV2PW**

upi txn id

**411622439457**



DOC-20240425-WA0...



Uber

April 25, 2024

Here's your receipt for your ride, Jai

We hope you enjoyed your ride this morning.

Total	₹136.00
Trip charge	₹159.85
Subtotal	₹159.85
Rounding	₹0.13
Promotion	-₹23.98

## Payments

 Cash	₹136.00
4/25/24 6:58 am	

[Visit the trip page](#) for more information, including invoices (where available)

The total of ₹136.00 has a GST of ₹7.11 included.

You rode with Gurshat  
License Plate: HR05AG2931Uber Auto 13.19 kilometres | 22  
min(s)

- 8:33 am | 798, Grace Rd, behind Sahara Mall, Saraswati Vihar, Chakkarpur, Sector 28, Gurugram, Haryana 122002, India
- 8:58 am | C355+J66, Harmony Dr, Rosewood City, Nirvana Country, Sector 49, Gurugram, Haryana 122018, India



Simulator Real Truck Dri...

AD

Dow...



DUTY-SLIP  
**ANOOP TAXI SERVICE**

Near Rail Vihar, Gurgaon (Haryana)

Mob. 9717060722, 9910394219

Make Mazda Swift Date 25/04/24

Car No. HR-55-AL9972 Driver Name Rajesh

Starting Meter ..... at ..... Starting Time 6:00 pm

Closing Meter ..... at ..... Closing Time 7:30 pm

Total Kms. 70 Total Hrs. 1:30 hr


Name of User Sandeep, Tai Phone No. ....

Address .....

Room No. ....

Booked by .....

Purpose : Personnel/Office Use .....

  
**Signature**

❖ Time & Km. Should be charged from Garage to garage.

❖ Minimum 250 Kms. per day average for out station.

❖ Toll Tax, Parking & State Tax will be Charged Extra.

❖ Advance if any.

Rs. 1280 = 00

Particulars	Rate		Amount	
	Rs.	P.	Rs.	P.
Bawal to MG Road			1280 =	00
❖ Please indicate date, time & place if the car is required again				



Money Sent Successfully

₹1,280 

Rupees One Thousand Two Hundred Eighty  
Only

To: Pooja Devi

UPI ID: 9718466165@paytm

PD

From: Jai Chatwani

Union Bank Of India - 0695

6

UPI Ref No: 448238669695

07:32 PM, 25 Apr 2024