

# Intrico Advisors Private Limited

## Expense Reimbursement

Employee Name: Isha Gupta

ID:

Expense Period

From: 01-05-2024

To: 25-05-2024

Client Name: Leixir Resources Private Limited

Department: Assurance

Business Purpose:

ICFR

## Itemized Expenses

DATE	DESCRIPTION	CATEGORY	COST
5-15-24	Going to Leixir	Uber Auto	118.20
5-17-24	Going to Leixir	Uber Auto	121.84
SUBTOTAL			240.04
Note: Mileage reimbursement for personal car = Rs10/-pkm and bike= Rs5/- pkm			Less Cash Advance
TOTAL REIMBURSEMENT			240.04

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

Less Cash Advance

TOTAL REIMBURSEMENT

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

**Employee Signature**

Date:

**Approval Signature**

Date:

## Tax Invoice

Isha Gupta  
Pick up address: 131, Mehrauli-Gurgaon Rd,  
Maruti Housing Colony, Sector 14, Gurugram,  
Haryana 122001, India

Invoice issued by Uber India Systems Private  
Limited on behalf of:  
Arbind kr Sahu  
Delhi, IN-DL  
India

Invoice number: EEIBAGAH24001438  
Invoice date: 17 May 2024  
Place of supply (Name of state): Haryana  
HSN Code: 996412  
Category of services: Passenger Transport Services  
Tax is payable on reverse charge basis: No

Tax Point Date	Description	Qty	Tax	Tax Amount	Net amount
17 May 2024	Transportation service fare	1	IGST 5%	₹5.80	₹116.04
Total net amount					₹116.04
Total IGST 5%					₹5.80
Total amount payable					₹121.84



Authorised Signatory

### Details of ECO under GST:

Uber India Systems Private Limited / Private Office No: 205 and 207 (A,B,C) DBS Business Center, New Delhi, 1st Floor, World Trade Tower, Barakhamba Lane, Connaught Place, New Delhi - 110001 / GST: 07AABCU6223H1ZG

## Tax Invoice

Isha Gupta  
Pick up address: DM-7, Dakshin Marg, DLF  
Phase 2, Sector 25, Gurugram, Haryana  
122002, India

Invoice issued by Uber India Systems Private  
Limited on behalf of:  
VIJAY KUMAR CHOUDHARY Choudhary  
Jabalpur  
India

Invoice number: FJCDJDJC24001120  
Invoice date: 15 May 2024  
Place of supply (Name of state): Haryana  
HSN Code: 996412  
Category of services: Passenger Transport Services  
Tax is payable on reverse charge basis: No

Tax Point Date	Description	Qty	Tax	Tax Amount	Net amount
15 May 2024	Transportation service fare	1	IGST 5%	₹5.63	₹112.57
Total net amount					₹112.57
Total IGST 5%					₹5.63
Total amount payable					₹118.20



Authorised Signatory

### Details of ECO under GST:

Uber India Systems Private Limited / Private Office No: 205 and 207 (A,B,C) DBS Business Center, New Delhi, 1st Floor, World Trade Tower, Barakhamba Lane, Connaught Place, New Delhi - 110001 / GST: 07AABCU6223H1ZG