## Vaish & Co

## **Expense Reimbursement**

	Article  Hindustan Coca Cola Beverages Pvt Ltd  Business Purpose:  Audit	From: To:	Expense Period 21-06-2024 25-07-2024
		CATECORY	COCT
DATE 21.06.2024 Courier of	DESCRIPTION  Bank confirmation letters	CATEGORY	COST
21.06.2024 Courier of	Bank commination letters		450.00
		SUBTOTAL	450.00
Note: Mileage reimbursement	for personal car = Rs10/-pkm and bike= Rs5/- pkm	Less Cash Advance	
	TOTA	AL REIMBURSEMENT	450.00
		Don't forget to	attach receipts!
Employee Signature		Date: 25/07/2024	·
		J. 10. 20,01/2027	
Approval Signature		Date: 25/07/2024	



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