# Expense Report

\*\*Expense Report\*\*  
  
\*\*Employee ID:\*\* VCGEH-05522  
  
\*\*Reimbursable Amounts by Category:\*\*  
  
| Category | Amount |  
|---|---|  
| Miscellaneous | ₹54.50 |  
  
\*\*Non-Reimbursable Amounts by Category:\*\*  
  
| Category | Amount | Violations |  
|---|---|---|  
| \*\*N/A\*\* | \*\*N/A\*\* | \*\*N/A\*\* |  
  
\*\*Violations Detected:\*\*  
  
| Violation | Policy |  
|---|---|  
| \*\*N/A\*\* | \*\*N/A\*\* |  
  
\*\*Feedback and Suggestions:\*\*  
  
Congratulations on submitting a compliant expense report! Your attention to detail and adherence to company policies is commendable.  
  
To ensure continued compliance and maximize reimbursements, I encourage you to keep the following in mind for future submissions:  
  
\* Document all expenses promptly and accurately.  
\* Provide clear and legible receipts for all reimbursements.  
\* Familiarize yourself with the company's expense reimbursement policies to avoid any future issues.  
\* Don't hesitate to reach out to the finance team if you have any questions or need assistance.  
  
Keep up the great work!