

Petty Cash Report

Date	Description	Receipt No	Type	Amount (Rs.)	Category	Balance (Rs.)
10/3/2024	Additional Cash Fund	131	income	10,000	other	36,000
9/3/2024	Refund from Supplier	130	income	3,000	other	26,000
8/3/2024	Cash Sale Proceeds	129	income	5,000	other	23,000
7/3/2024	Reimbursement from Employee	128	income	2,500	other	18,000
6/3/2024	Cash Advance from Bank	127	income	15,000	other	15,500
5/3/2024	Local Travel Expenses	126	expense	2,000	travel	500
4/3/2024	Utility Bill Payment	125	expense	1,500	utilities	2,500
3/3/2024	Petty Cash Replenishment	124	income	10,000	other	4,000
2/3/2024	Staff Lunch	123	expense	3,500	entertainment	-6,000
1/3/2024	Office Supplies Purchase	PC001	expense	2,500	office supplies	-2,500
1/3/2024	Office Supplies Purchase	122	expense	2,500	office supplies	-2,500