

(Units: J.K. Cement & J.K. White Cement)

#### FOR INTER DEPARTMENTAL USE

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| --- | --- | --- |
| **FROM :MANOJ SHARMA** | **PLACE:BHARATPUR** | **To:HEAD (CTS)DELHI** |

**Ref: Date: 27/12/2022**

**THROUGH: REGIONAL HEAD**

**Sub: Submission of CTS Events Bill Received From Stockiest/Dealer (White/North Grey/ South Grey)**

**Respected Sir,**

**Herewith I am sending the Bills of the CTS activities. Details are as follows.**

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **S. No.** | **Name /Date of Activity** | **Product**  **(G/W)** | **Place of Activity** | **No. of Participants** | **Rate per Head** | **Amount to be Paid** | **Name of the PARTY** | **Name of the Bank & Branch Address** | **Bank Account No.** | **IFS Code** |
| 1 | CONTRACTOR DINNER MEET/27.12.2022 | G | DHOLPUR | 30 | 400 | 12000 | SHARMA CEMENT AGENCY | IDBI BANK LTD.,SHASTRIMARKET G.T. ROAD,DHAULPUR,RAJASTHAN PIN - 328001 | 1517651100005432 | IBKL0001517 |
|  |  |  |  |  |  |  |  |  |  |  |

**You are requested to please arrange to release the payment by RTGS/NEFTfor the above parties.**

**With Kind Regards**

**(EMPLOYEE NAME) (REGIONAL HEAD)**



(Units: J.K. Cement & J.K. White Cement)

#### FOR INTER DEPARTMENTAL USE

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| --- | --- |
| **FROM:MANOJ SHARMA PLACE: JALORE** | **To:HEAD (CTS)DELHI** |

**Ref: Date: 03.04.2021**

**THROUGH: REGIONAL HEAD**

**Sub: Submission of CTS Events Bill, Expenses made by CTS Executive (White/North Grey/ South Grey)**

**Respected Sir,**

**We have conducted the following activities for which following expenditures were made. The details are as follows: -**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **S. No.** | **Name/Date of Activity** | **Product**  **(G/W)** | **Place of Activity** | **No. of Participants** | **Rate per Head** | **Amount Paid** |
| **1** | **SGM MASON / 23.02.2021** | **G** | **BARAR** | **20** | **59.5** | **1190/-** |
| **2** | **SGM CONTRACTOR / 18.02.2021** | **G** | **KHERWARA** | **22** | **18.18** | **400/-** |
| **3** | **SGM MASON / 17.03.2021** | **G** | **JHADOL** | **25** | **50** | **1250/-** |
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**You are requested to please arrange to credit the amount in my SAA A/c.**

**With Kind Regards**

**(EMPLOYEE NAME) (REGIONAL HEAD)**