



بنك دخان  
DUKHAN BANK

Main Branch

شركات  
Corporate

رقم الشيك  
Cheque No. 00009842

20-Aug-2023

التاريخ

Date

SECURITY PRINTING PRESS  
Pay to the order of \_\_\_\_\_  
or bearer

\*\* MOHAMED ABULAIIS MOHAMED LATHEEF \*\*

إدفعوا لأمر  
أو لحامله  
أو لحامله

Amount \*\* FOUR THOUSAND SIX HUNDRED TWENTY THREE ONLY  
in words المبلغ  
بالدرروف

ر.ق.  
QR

4,623.00

\*\*

UMMSAID BAKERY

A/C No. 1000-00792-506

Signature التوقيع

Please do not write or stamp in the space below this line

الرجاء عدم الكتابة أو وضع ختم أسفل الخط

00009842 016340200150000100000792506

Ummsaid Bakery Qatar  
 Al Meena Street  
 P.O Box 1444 Doha Qatar  
 E-mail: info@qbake.qa



### Payment Advice

Payment Date : 20.08.2023

Document Number : 2334029266

Supplier code :107019

Mohamed Abulais Mohamed Latheef  
 DOHA  
 QA -  
 Dear Sir / Madam,

Exchange rate :

Remarks : MOHAMED ABULAIS#6892

Payment Method :

Ref.Document.no	Document Date	Document Amount	Other Deduction	Net Amount	Curr
00009842	20.08.2023	4,623.00-	0.00	4,623.00-	QAR
		4,623.00	0.00	4,623.00	QAR

### Payment Detail(s)

Bank's Name / A/c No.	Cheque Number	Instrument Date	Amount	Currency
DUKHAN BANK	00009842	20.08.2023	4,623.00	QAR
100000792506		Total :	4,623.00	QAR

Amount in words : Qatari Riyal Four Thousand Six Hundred Twenty-Three Only

Kindly acknowledge the receipt

Thanking You

Prepared By

Verified By

Authorized By

Receiver's Signature

Document Date/Time:20.08.2023/14:35:16

Service Period From: 04-09-22 To 01-09-23				
107019 - 6892	LEAVE SETTLEMENT OF Mr.	USB	MOHAMED ABULAIIS MOHAMED LATHEEF	
TO BE RECEIVED ON	1-Sep-23	Basic Salary	QR 2,200	
DEPARTMENT	Stores	HRA	QR -	
DESIGNATION	Storekeeper	Transport Allowance	QR -	
		Telephone Allowance	QR -	
		Cost of Living Allowance	QR -	
		Food Allowance	QR -	
		Other Allowance	QR -	
		Total Package	QR 2,200	
		Service Duration	0 Years 11 Months 1 Days	
		Leave Category	30	
		Appointment date	4-Sep-22	
		Joining/Rejoining/Encashment date	4-Sep-22	
		Payment Type	d-Pay Card	
<u>SALARY</u>				
<u>BASIC SALARY</u>				
From	1-Sep-23	to	1-Sep-23	
	1 days @ QR		73.33	
			73	
<u>LEAVE SALARY</u>				
<u>BASIC SALARY</u>				
From	4-Sep-22	to	5-Aug-23	
( 335 x 30 ) / 335 =	30.00	days @ QR	73.33	
			2,200	
<u>AIR TICKET</u>				
Amount of air fare				
Doha-Colombo-Doha		Economy Class		
SELF			2,350	
Full Fare QR. 2350				
			<u>NET TOTAL</u>	
( Qrs.Four Thousand Six Hundred Twenty Three Only )			4,623	
Prepared by  Muhsandeen Accountant	Verified by  Anwar Qazi Manager HR & Admin	Verified by  Mohamed Asthak Chief Accountant	Verified by  Sameer Mohammed Sr. Finance Manager	Approved by  Sabeen Bhat General Manager
<p>I, the undersigned Mohamed Abulais Mohamed Latheef declare that I have received with thanks from Umm Said Bakery all my dues relating to salary and leave salary totaling Qr.4,623 (Qrs.Four Thousand Six Hundred Twenty Three Only) vide Cheque No. ....</p> <p>I further declare that by receiving the total amount stated above, no further amounts of any type or origin remain due from Umm Said Bakery to myself, successor or legal heirs and my signature below should be considered as a final and comprehensive settlement and discharge which cannot be revoked by me, successor or legal heir for any reason whatsoever.</p>				
Name	MOHAMED ABULAIIS MOHAMED LATHEEF			
Signature				
Date				

**State Of Qatar  
Residency Permit**



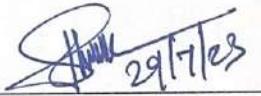
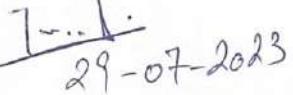
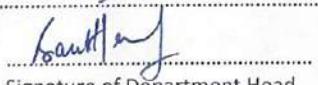
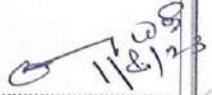
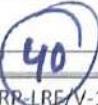
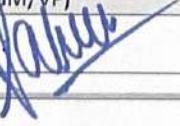
**دولة قطر  
رخصة إقامة**

ID.No:	29714406916	الرقم الشخصي:
D.O.B.:	27/08/1997	تاريخ الميلاد:
Expiry:	03/09/2023	الصلاحية:
	سريلانكا	الجنسية:
Nationality:	SRILANKA	
Occupation:	سائق	المهنة:
الاسم: محمد ابوليث محمد لطيف		



**Name: MOHAMED ABULAIIS MOHAMED LATHEEF**

### Leave Requisition Form

<b>Part 1 ( To be filled by Employee )</b>		Date of Initiation:
Full Name : MOHAMED ABUL AIS 		
Job Title : STORE KEEPER	Employee Code : 6892	
Department : STORE	Business Unit : UNITED BAKERY	
<b>Leave Type</b>		
Annual <input checked="" type="checkbox"/> Encashment <input type="checkbox"/> Leave Without Pay <input type="checkbox"/> Leave With Pay <input type="checkbox"/>		
<b>Leave Information</b>		
Leave From: 02.09.2023 		Leave up to : 12.10.2023
		No of Days : 40
		Return to duty date: 13.10.2023
<b>Contact Details while on vacation</b>		
Telephone No. :		Mobile No. : +94 0758070656
Address : BATTICALOA		Email ID : laism777@gmail.com
Backup employee during leave period based on discussion with Dept. Head:   29/07/23		Signature of backup employee:   29-07-2023
		
 29/07/23 Signature of Employee		
<b>Part 2 (Department Approval – to be filled by Department Head)</b>		
Remarks (if any):  Signature of Department Head		
 30/07/23 Date		
<b>Part 3 (Leave Eligibility – to be filled by HR)</b>		
DOJ : 4/9/22	Total leave taken : No Vacation Since DOJ.	
Passport Expiry : 27/10/21	QID Expiry : 3/9/23 [To be Renewed]	
Leave Passage & Dependent Details: From 4/9/22 To 5/8/23 - 30 Doha - Colombo - Doha Economy Class Air Ticket for Sufi -  Unit - HR & Admin		
<b>Part 4 (Final Approval – to be filled by CEO/GM/VP)</b>		
No of Days :  40	Signature : 	Date : 18/07/23