

**UMM SAID BAKERY**  
**PETTY CASH REIMBURSEMENT SUMMARY**  
**FLEET DEPT**  
14-Dec-2025

Description	Amount
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**Claim Period as on 14th December 2025**

Closing Balance as on 14-December-2025 30,000.00

Cheque Under Signature 11,679.00  
Paid Bills Pending for Reimbursement -  
Advance Cash - Employee and Others -  
**Actual Physical Cash in Hand** 9,771.00

**Bills Ready for Reimbursement (Attached)** 8,550.00

**Approved Petty Cash Float** 30,000.00



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**Requested by**

Manoj Kumar



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**Approved by**

Finance USB

G/L Account	Posting Date	Document Date	Document Number	Document Type	Reference	Text	Tradin g Partn er No.	Loca l Curr ency	Amount in Doc. Curr.	User Name
109064	12/14/2025	12/14/2025	2534048271	KZ	FLEET VEHICLE	REAR ABS SYSTEM REPAIR	QAR	-750.00	MILHAM	
109064	12/14/2025	12/14/2025	2534048272	KZ	FLEET VEHICLE	ENGINE SYSTEM REPAIR WORK	QAR	-3,500.00	MILHAM	
109064	12/14/2025	12/14/2025	2534048273	KZ	FLEET VEHICLE	USED GEAR BOX FOR 3.4 TON TRUCK	QAR	-4,300.00	MILHAM	
109064	12/14/2025	12/14/2025	25662001392	SK	00014548	REIMBURSEMENT OF FLEET PETTY CASH	QAR	8,550.00	MILHAM	
								0.00		