



بنك دخان
DUKHAN BANK

Main Branch

شركات
Corporate

رقم الشيك
Cheque No. 00009632

Date 01-May-2023 التاريخ

Pay to the order of ** TULARAM RAKAL **
or bearer

إدفعوا لأمر
أو لحامله

Amount ** THREE THOUSAND ONLY **
in words

المبلغ
بالحروف

رق
Q.R

3,000.00

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

0000963201063402001500000100000792506

Ummsaid Bakery Qatar

Al Meena Street

P.O Box 1444 Doha Qatar

E-mail: info@qbake.qa



Payment Advice

Payment Date : 01.05.2023

Document Number : 2360000396

GL Account :

Payee Name :

Exchange rate :

Remarks : LE TULARAM RAKAL #3840

Payment Method :

Ref.Document.no	Document Date	Document Amount	Other Deduction	Net Amount	Curr
00009632	01.05.2023	3,000.00	0.00	3,000.00	QAR
		3,000.00	0.00	3,000.00	QAR

Payment Detail(s)

Bank's Name / A/c No.	Cheque Number	Instrument Date	Amount	Currency
DUKHAN BANK	00009632	01.05.2023	3,000.00	QAR
100000792506		Total :	3,000.00	QAR

Amount in words : Qatari Riyal Three Thousand Only

Kindly acknowledge the receipt

Thanking You

Prepared By

Verified By

Authorized By

Receiver's Signature

Document Date/Time:02.05.2023/10:53:08

Ummsaid Bakery

(A subsidiary of Zad Holding Company Q.P.S.C.)

كيوبيك
Qbake

مخبز مسعيد

(مملوك لشركة زاد القابضة ش.م.ق.ع.)

Service Period From: 17-04-22 To 18-03-23			
LEAVE ENCASHMENT	USB	OF Mr.TULARAM RAKAL	✓
UPTO	18-Mar-23	102222 - 3840	
DEPARTMENT	Production		
DESIGNATION	Operator		

Basic salary	QR	1,000
HRA	QR	-
Transport Allowance	QR	-
Telephone Allowance	QR	-
Cost of Living Allowance	QR	-
Food Allowance	QR	300
Other Allowance	QR	100
Total Package	QR	1,400
Service Duration	8 Years 11 Months 1 Days	
Leave Category	30	
Appointment date	17-Apr-14	
Joining/Rejoining/Encashment date	17-Apr-22	
Payment Type	d-Pay Card	

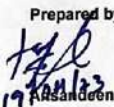
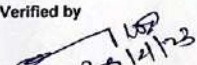



LEAVE ALLOWANCE			
From	17-Apr-22	to	18-Mar-23
(335 x 30) / 335 =	30.00	days @ Qr	33.33
			1,000 ✓

HOUSE RENT ALLOWANCE			
From	17-Apr-22	to	18-Mar-23
	30.00	days @ Qr	-
			0

AIR TICKET			
Amount of air fare	Economy Class		2,000 ✓
Doha-Kathmandu-Doha			
Self			
Full Fare QR. 2000			

NET TOTAL	
	3,000

(Qrs.Three Thousand Only)

Prepared by  Anwar Qazi Accountant	Verified by  Anwar Qazi Manager HR & Admin	Verified by  Mohamed Asthak Chief Accountant	Verified by  Sameer Mohammed Sr. Finance Manager	Approved by  Sameer Bhat General Manager
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I, the undersigned Tularam Rakal declare that I have received with thanks from Ummsaid Bakery all my dues relating to salary and leave salary totaling Qr.3,000(Qrs.Three Thousand Only) vide Cheque No. 9632...

I further declare that by receiving the total amount stated above, no further amounts of any type or origin remain due from Ummsaid 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.

Name	TULARAM RAKAL
Signature	_____
Date	_____

State Of Qatar
Residency Permit



دولة قطر
رخصة إقامة

ID.No: 27852427696 الرقم الشخصي:
D.O.B.: 26/07/1978 تاريخ الميلاد:
Expiry: 14/04/2023 الصلاحية:

نيپال

Nationality: NEPAL

Occupation: عامل تنظيف عام

الجنسية:

المهنة:



الاسم: تولارام راكال

Name: TULARAM RAKAL

Passport Number: 09104331 رقم جواز السفر:
Passport Expiry: 20/08/2025 تاريخ انتهاء الجواز:
Serial No: 30927852427696 الرقم المسلسل:
Residency Type: عمل نوع الرخصة:
Employer: شركه زاد القابضة (ش . م . ق) المستقدم:

مدير عام الإدارة العامة للجوازات
General Director of the General
Directorate of Passports

توقيع حامل البطاقة
Holder's signature



Leave Requisition Form

Part 1 (To be filled by Employee)

Date of Initiation: 12/04/23

Full Name : Tulram Ralchal
 Job Title : Operator Employee Code : 3840
 Department : Production Business Unit : Ummsaid Bakery

Leave Type

Annual [] Encashment [✓] Leave Without Pay [] Leave With Pay []

Leave Information

Leave From: Leave up to: No of Days: Return to duty date:

Contact Details while on vacation

Telephone No. : Mobile No. :
 Address : Email ID :
 Backup employee during leave period based on discussion with Dept. Head: Signature of backup employee:


 12/04/23




 Signature of Employee

Part 2 (Department Approval – to be filled by Department Head)

Remarks (if any):


 Signature of Department Head

13/04/23
 Date

Part 3 (Leave Eligibility – to be filled by HR)

DOJ : 17/4/14 Total leave taken :
 Passport Expiry : - QID Expiry : -

Leave Passage & Dependent Details:

From 12/4/22 To 13/3/23-30
Doha-Kathmandu-Doha
Economy Class Air Ticket for self.

Unit – HR & Admin

Part 4 (Final Approval – to be filled by CEO/GM/VP)

No of Days: Signature:  Date: 12/4/23