



International Textile Limited

MEMO STATEMENT



ITL 1 - PETTY CASH

From 01.02.2016 To 18.02.2016

Opening Balance	58,220.00
Receive Amount During 01.02.2016 to 18.02.2016	6,780.00
Total Cash for Expense	65,000.00
Total Expense	57,059.00
Net Balance Cash in Hand	7,941.00
Cash Requested Rupees	57,059.00

Accountant

Sr. Manager
Corporate Services / General Manager

C.O.O



International Textile Limited
STATEMENT OF DAILY CASH EXPENSES
 From : 01.02.2016 To 18.02.2016



ITL 1 - PETTY CASH

RECEIPTS

	Opening Balance	58,220.00
	Receive Amount From	6,780.00
	Total Cash for Expence	65,000.00
	Total Expence	57,059.00
	Total Advance (I.O.U)	0.00
	Net Balance Cash in Hand	7,941.00

PAYMENTS DETAIL

Date	Voucher #	Amount	Cost Conter	Profit Center	Buisness Text	Order	Functional Area
02.02.2016	1000008996	0.00			CASH REPLENISHMENT		
01.02.2016	1000009024	1,140.00	CORPORATE SERVICES ITL1	SHARED SERVICES	STAFF WELFARE		ZCOS
01.02.2016	1000009025	120.00	STORES GENERAL ITL1	SHARED SERVICES	CONVEYANCE		ZCOS
01.02.2016	1000009033	560.00	PDM ITL-1	SHARED SERVICES	CONVEYANCE		ZCOS
03.02.2016	1000009045	410.00	M & U ITL1	SHARED SERVICES	CONVEYANCE		ZCOS
02.02.2016	1000009046	240.00	M & U ITL1	SHARED SERVICES	CONVEYANCE		ZCOS
26.01.2016	1000009047	40.00	CMT PATIENT GOWN ITL1	GARMENTS	CONVEYANCE		ZCOS
03.02.2016	1000009048	220.00	STORES GENERAL ITL1	SHARED SERVICES	CONVEYANCE		ZCOS
03.02.2016	1000009079	440.00	STORES GENERAL ITL1	SHARED SERVICES	CONVEYANCE		ZCOS
28.01.2016	1000009111	1,500.00	FG WAREHOUSE ITL-1	GARMENTS	REPAIR & MAINTENANCE	GENERAL R&M	ZCOS
28.01.2016	1000009112	2,300.00	INFORMATION SERVICES ITL1	SHARED SERVICES	REPAIR & MAINTENANCE	GENERAL R&M	ZCOS
30.01.2016	1000009113	3,600.00	HR & COMPLIANCE ITL1	SHARED SERVICES	REPAIR & MAINTENANCE	GENERAL R&M	ZCOS
08.02.2016	1000009126	4,224.00	FACTORY OPERATIONS ITL1	SHARED SERVICES	MEDICAL		ZCOS
28.01.2016	1000009127	280.00	STORES GENERAL ITL1	SHARED SERVICES	CONVEYANCE		ZCOS



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08.02.2016	1000009132	990.00	M & U ITL1	SHARED SERVICES	CONVEYANCE		ZCOS
06.02.2016	1000009133	1,140.00	CORPORATE SERVICES ITL1	SHARED SERVICES	STAFF WELFARE		ZCOS
31.01.2016	1000009134	959.00	CORPORATE SERVICES ITL1	SHARED SERVICES	NEWSPAPER		ZADM
06.02.2016	1000009135	120.00	CMT PATIENT GOWN ITL1	GARMENTS	CONVEYANCE		ZCOS
02.02.2016	1000009136	120.00	QA GARMENTS	GARMENTS	CONVEYANCE		ZCOS
10.02.2016	1000009137	760.00	PDM ITL-1	SHARED SERVICES	CONVEYANCE		ZCOS
06.02.2016	1000009144	1,000.00	CORPORATE SERVICES ITL1	SHARED SERVICES	PETROL		ZCOS
10.02.2016	1000009145	1,345.00	CORPORATE SERVICES ITL1	SHARED SERVICES	REPAIR & MAINTENANCE	GENERAL R&M	ZCOS
09.02.2016	1000009146	300.00	CORPORATE SERVICES ITL1	SHARED SERVICES	MISCELLANEOUS EXPENSE		ZCOS
04.02.2016	1000009168	220.00	MERCHANDISING GARMENTS ITL1	GARMENTS	POSTAGE		ZADM
12.02.2016	1000009171	950.00	CORPORATE SERVICES ITL1	SHARED SERVICES	STAFF WELFARE		ZCOS
11.02.2016	1000009172	380.00	STORES GENERAL ITL1	SHARED SERVICES	CONVEYANCE		ZCOS
12.01.2016	1000009173	1,897.00	M & U ITL1	SHARED SERVICES	MEDICAL		ZCOS
30.01.2016	1000009175	1,200.00	YARN GODOWN ITL-1	SHARED SERVICES	LOADING & UNLOADING		ZCOS
15.02.2016	1000009192	160.00	STORES	SHARED	CONVEYANCE		ZCOS



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	Total Cash for Expenditure	65,000.00
	Total Expenditure	57,059.00
	Total Advance (I.O.U)	0.00
	Net Balance Cash in Hand	7,941.00

PAYMENTS DETAIL

Date	Voucher #	Amount	Cost Center	Profit Center	Business Text	Order	Functional Area
			GENERAL ITL1	SERVICES	E		
11.02.2016	1000009193	1,000.00	PDM ITL-1	SHARED SERVICES	CONVEYANCE		ZCOS
10.02.2016	1000009194	7,200.00	SIZING & WARPING ITL1	SHARED SERVICES	LOADING & UNLOADING		ZCOS
12.02.2016	1000009195	7,000.00	SIZING & WARPING ITL1	SHARED SERVICES	LOADING & UNLOADING		ZCOS
13.02.2016	1000009196	4,800.00	SIZING & WARPING ITL1	SHARED SERVICES	LOADING & UNLOADING		ZCOS
12.02.2016	1000009197	2,414.00	M & U ITL1	SHARED SERVICES	ENTERTAINMENT		ZADM
03.02.2016	1000009198	600.00	HOUSE KEEPING ITL1	SHARED SERVICES	MISCELLANEOUS EXPENSE		ZCOS
15.02.2016	1000009199	630.00	CORPORATE SERVICES ITL1	SHARED SERVICES	ENTERTAINMENT		ZADM
27.01.2016	1000009200	3,800.00	M & U ITL1	SHARED SERVICES	OFFICE EXPENSES		ZCOS
13.02.2016	1000009201	3,000.00	CORPORATE SERVICES ITL1	SHARED SERVICES	MISCELLANEOUS EXPENSE		ZCOS
Total.....		57,059.00					

Accountant

Sr. Manager
Corporate Services /
General Manager

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