

Form Permintaan Expense

No Dokumen : EXP-2023-01454 Departemen : SALES MARKETING

Transfer ke Bank BCA. Nomor Rekening 217 015 4927 - Dony Golwind

No	Tgl Pengajuan	Nama Barang	Spesifikasi	Jml	Tgl Dibutuhkan	Biaya Satuan	Total Biaya	Kasbon
1	06/12/2023	Tol	Top up e-toll	1	03/11/2023	400,000	400,000	0
2	06/12/2023	BBM	BBM SPBU 3117505	30	10/11/2023	10,000	300,000	0
3	06/12/2023	Tambal ban	Tambal ban B 2161 UZU	1	14/11/2023	50,000	50,000	0
4	06/12/2023	BBM	BBM SPBU 3417551	25	15/11/2023	10,000	250,000	0
5	06/12/2023	Entertaint	Entertaint RAPP P. Ican, P. Alben, P. Marudut	1	22/11/2023	210,000	210,000	0
6	06/12/2023	BBM	BBM SPBU 3117505	21	23/11/2023	10,000	210,000	0
7	06/12/2023	Parkir	Parkir HK	1	24/11/2023	13,000	13,000	0
8	06/12/2023	Parkir	Parkir PP	1	24/11/2023	9,000	9,000	0
9	06/12/2023	Entertaint	Entertaint PRI P. Victor	1	24/11/2023	80,000	80,000	0
10	06/12/2023	BBM	BBM SPBU 3417551	25	30/11/2023	10,000	250,000	0
Sub Total							1,772,000	0
Total							1,772,000	

Mengajukan



EFRILA

Mengetahui



Menyetujui

TGL	KM	LITER	KETERANGAN	CUSTOMER	KLASIFIKASI KELOMPOK BIAYA				Pembayaran melalui	
					Toll & Parking	Gasoline	Entertainment	R & M Vehicles	Cash/CC Pribadi	CC ORI
3-Nov-23			Top up e-toll		400,000				400,000	
10-Nov-23	29500	30.00	BBM SPBU 3117505			300,000			300,000	
14-Nov-23			Tambal ban B 2161 UZU					50,000	50,000	
15-Nov-23	29613	25.00	BBM SPBU 3417551			250,000			250,000	
22-Nov-23			Entertaint RAPP P. Ican, P. Alben, P. Marudut				210,000		210,000	
23-Nov-23	29958	21.00	BBM SPBU 3117505			210,000			210,000	
24-Nov-23			Parkir HK		13,000				13,000	
24-Nov-23			Parkir PP		9,000				9,000	
30-Nov-23	30201	25.00	BBM SPBU 3417551			250,000			250,000	
					Rp 422,000	Rp 1,010,000	Rp 210,000	Rp 50,000	Rp 1,692,000	Rp -

Ditransfer ke Rek BCA 217 015 4927 a.n. Dony Golwind

Keterangan Budget/Perbulan :

1. BBM = Rp. 2,500,000
2. Tol = Rp. 500,000
3. Parkir = Rp. 200,000
4. Komunikasi = Rp. 400,000
5. Entertainment = Rp. 300,000

DIBUAT OLEH,



Dony Golwind
Sales Manager

DISETUIJUI OLEH,

Mansyur
Deputy Director

Pembayaran Cash/CC Pribadi	Rp	1,692,000
Pembayaran CC ORI	Rp	-
Total	Rp	1,692,000

Hormat kami,