



## Expense Report

Report Number **E0168594774**

### Confirmation

Expense report number E0168594774 for 32,872.00 INR was submitted for approval.

### Submission Instructions

1. To send required receipts to Accounts Payable, print this page and attach all required receipts.
  2. Make a photocopy of this page and the receipts for your records.
  3. Place this page and the receipts in an interoffice envelope, and send to Accounts Payable.
- The expense report approver will be notified and requested to approve this expense report. Upon approval, a notification will be sent to you and Accounts Payable.
  - This expense report will be paid after it has been approved, and Accounts Payable has verified the receipts.

Person **Mohanty, Suvam (44079968)**

Submission Date **15/12/17**

Expense Dates **01/08/17 - 23/10/17**

Report Status **Pending manager approval**

Reimbursable Total **32,872.00 INR**

Purpose **Relocation Reimbursement**

Expense Items								
Expense Type	Expense Template	Date	Expense Class	Source	Description	Receipt Missing	Receipt Required	Reimbursable Amount (INR)
Relocation Travel (IN)	HSDI Maharashtra	23/10/17	Business	Cash	Realtor Fees - Brokerage	<input type="checkbox"/>	<input checked="" type="checkbox"/>	6,300.00
Relocation Travel (IN)	HSDI Maharashtra	09/10/17	Business	Cash	Transport of household goods - Packers & Movers	<input type="checkbox"/>	<input checked="" type="checkbox"/>	2,000.00
Relocation Travel (IN)	HSDI Maharashtra	14/08/17	Business	Cash	Travel from Bhubaneswar via Hyderabad to Pune	<input type="checkbox"/>	<input checked="" type="checkbox"/>	10,572.00
Allowance (IN)	HSDI Maharashtra	14/08/17	Business	Cash	Daily Allowance	<input type="checkbox"/>	<input checked="" type="checkbox"/>	14,000.00

Amount Due to You **32,872.00 INR**