**Reimbursement Details:**

* **Claim Reference Number:** BHRT3828Y7HYGS
* **Amount Approved:** ₹50000
* **Date of Expense:** 21/1/2024
* **Description of Expense:** [Expense Description]
* **Payment Date:**1/7/2024

The approved amount will be credited to your bank account registered with the company by [Scheduled Payment Date]. Please ensure that your bank details are up-to-date to avoid any delays.

**Important Information:**

1. **Receipt Submission:** Ensure that all receipts and supporting documents for future claims are submitted within [Number] days of the incurred expense.
2. **Expense Policy:** Kindly review the company’s expense policy attached to this email to familiarize yourself with the types of expenses that are reimbursable and the documentation required.
3. **Queries:** For any questions regarding this claim or future claims, please contact the Finance Department at [Finance Department Contact Information] or reply to this email.

Download Expense Policy Document

We appreciate your attention to detail and prompt submission of the required documents. If you have any further questions or need assistance, do not hesitate to reach out.