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|  |  |  | Accion Labs Logo Final.jpg   |  | | --- | |  | |  |  |  |
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| **Payment Voucher (Claims)** | | | | | | |
| **Month** | | August |  | **Date** | **16th Aug 2016** | |
| **Employee Number** | |  | | **Employee Name** | **Vyaghreswarudu Akella** | |
| **Customer Name** | |  | | **Manager's Name** | **Sandeep Chakraborthy** | |
|  |  |  |  |  |  |  |
| S.No. | Date | Description | | | Invoice No / Reference No | Amount |
| 1 | 8/6/2016 | Taxi Receipt | | | 327 | 2200(INR) |
| 2 | 6/22/20116 | Flight ticket | | | K30LQ | 23257(INR) |
| 3 | 8/6/2016 | Baggage | | | 23240180102642 | 2130(INR) |
| 4 | 06/14/2016 | Visa processing | | | 1099 | 4200(INR) |
| 5 | 8/7/2016 | Cab from Airport to Suhasana Sentral | | | 52256644015 | 74.30(RM) |
|  |  |  | | | Total Amount |  |
|  |  |  | | |  |  |
| **Note:** | **Original Receipt(s) MUST be clear and should be pasted neatly on an A4 size paper and attached with this form.** | | | | | | |
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| **I authorise Accionlabs to invoice the above amount .** | | |
| **Employee's signature & Date** | | | | **Managers's signature & Date** | | |
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|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
| **For Accionlabs Account Department's use** | | | | |  |  |
| Paid with the salary for the month of | | |  | |  |  |
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|  |  |  |  |
| Checked by | |  |  |  |  | Entered in System |
| |  | | --- | |  | |  |  |  |  |  |  |
| Accion Labs Sdn. Bhd. (1075594-A) | | | | | | |
| Suite 1, Level 23, Block 2 B, Plaza Sentral | | | | | | |
| Jalan Stesen Sentral 5, Kuala Lumpur | | | | | | |
| DID: +6(03)-2260-1272 HP: +60 19 281 2806 Fax: +6(03)-2092-9201 | | | | | | |
| abirami.balasubramanian@accionlabs.com; http://www.accionlabs.com | | | | | | |
| **• USA • Singapore • Malaysia • India • UK** | | | | | | |