

TechSum IT Solutions Pvt Ltd

Employee Name

Arsian Qureshi

Email:

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Phone:

9589206597

City

bhopal

Date

March

Project Name

Itemized Expenses

Sno	DATE	DESCRIPTION	Amount	Bill	Remark
1	02/03/2021	OUTSIDE TEA	75.00	YES	
2	4/3/2021	OFFICE STUFF	950.00	YES	CLEANING STUFF
3	6/3/2021	PRINTING	300.00	YES	COLOR PRINT
4	12/3/2021	client snacks	300.00	no	Mpos/ cash paid
5	18/3/2021	ELECTRICIAN	200.00	NO	AC/FAN Repair
6	22/3/2021	Snacks	200.00	no	team
7	23/03/2021	Team LUNCH	300.00	YES	LUNCH
8	23/03/2021	DVD	175.00	YES	DVD
9	24/03/2021	Team SCACKS	230.00	NO	
10	25/03/2021	Team LUNCH	300.00	YES	
11	25/03/2021	Office Water	1,300.00	yes	
12	31/03/2021	MILK/OFFICE STUFF	300.00	NO	MILK/SNCAKS/TEA
13	31/03/2021	PETROL	500.00	NO	MPOS, TRIBAL, PARA MEDICAL
14	31/03/2021	MCB	1,750.00	YES	Office electrical work
15	31/03/2021	Team snacks	220.00	no	snacks
		TOTAL	7,100.00		

Approval

Approved By (Name)

Position

Signature

Date

31/3/2021

Arsian Qureshi