

INVOICE

SECRETARIUS (PVT) LTD

#40, Galle Face Court 02, Colombo 03,

(Reg. No: PV 5958)

Date 18/12/2024

Tele: +94(011) 2399 090/2390 356 Fax: +94(011)2381 907

Invoice No Sec/24/V/9121

Email: simonsec@simonas.net Web: www.simonas.net

TO

The Director,
Viluthu Centre for Human Resource Development,
No.27 A,
Maheswari Road,
Colombo 06
asstacc@viluthu.org

No	Description	Rs.
Reimbursable Expenses		
1	Attendance at Meeting-18/03/2024-Board Meeting-3.45pm to 5.45pm	6,000.00
2	Attendance at Meeting-22/05/2024-Board Meeting-3.30pm to 6.30pm	8,500.00
3	Attendance at Meeting-19/12/2024-Annual General Meeting-10.30am to 11.00am	7,500.00
4	22/05/2024-ROC Charges-Certified Copy	2,760.94
5	02/09/2024-ROC Charges-Form 13	2,760.94
6	18/09/2024-ROC Charges- Certified Copy	1,380.47
7	18/03/2024-Travelling for Board Meeting	3,218.00
8	22/05/2024-Travelling for Board Meeting	5,119.00
9	Annual Return fees-2024	8,500.00
10	Printing and Stationery	2,000.00
11	Travelling	2,000.00
Total		49,739.35

Payment to be made by Crossed Cheque in favour of"Secretarius (Pvt) Ltd" Or Remittances to be made to the undernoted Account.

A/C Name : SECRETARIUS (PVT) LTD.
Account No : 000910010182
Bank Name : SAMPATH BANK PLC- Nawam Mawatha Branch.
Bank Address : 46/38, Navam Mawatha, Colombo 02
Swift Code : BSAMLKLX

This is a computer-generated Invoice.