MERCIGLOBAL SYSTEMS PVT LTD

Expense Voucher

MERCI**GLOBAL**
POWERED BY AI DRIVEN RPA

			V.No.	xxxxx
			Date:	dd/mm/yyyy

Expense Description	Category	Ref.Client	Payment Method	Amount (₹)
E.g., Travel to client	E.g., Travel	Eg. Viraj Mills	E.g., Cash/Card	E.g., 1500

Travel Description:

From Place:

To Place:

Description	Amount
Total Amount (₹)	
Advance Taken (₹)	
Balance Payable (₹)	

(Name & Sign)	Designation	(Name & Sign)	(Name & Sign)
Submitted By	**Designation**	**Checked By**	**Approved By**

Date of Payment/Dues Clearance   dd/mm/yyyy
Date of Advance   dd/mm/yyyy