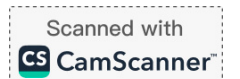




TRAVEL ADVANCE CLEAR FORM

Cash Advance				
Employee Name	Thao Na Wei	Estimated Date of Travel	10.1.2025 to 31.1.2025	
Position Rank	Area Sales Manager	Total Day	31 Days	
BU/BR/DIV, Dept	IS 311	Destination	Mandalay	
Purpose	Branch visit and Supporting			
Travelling Permit				
Arrival Place	Mandalay			
Actual Date & Time of Travel	10.1.25 to 31.1.25			
Total Day	31 Days			
HR Name	Nyein H Hwe			
HR Sign				
BOH/Authorized Person Name				
BOH/Authorized Person				
Advance Clear				
Actual Date & Time of Travel	1.1.2025 to 31.1.2025	Total Day	31 Day	
Departure Date & Time		Arrival Date & Time		
Date	Description	Total Amount		
		Kyats	USD	
1.1.2025	MDY Hostel Charges	25,000		
31.1.2025	Cycle fuel charges	30,000		
Total Expense (Kyats/USD)		55,000		
Cash Advance (Kyats/USD)		55,000		
Balance Refund/Additional (Kyats/USD)		-		
Job Report Status				
Authorization	Name	Position	Date	Sign
Prepared By	None Thazin	Sales Admin	7.2.25	
Approved By Dept Head	Thao Na Wei	DOH	10.2.25	
Approved By GM/AGM COO	Chit San Ko	A.G.M	10.2.2025	
Acknowledged by related Superior for Job Report				
HR Check & Approved	Thao Na Wei	HR	10.2.25	
Cash Received				
Remark				





TRAVELLING REPORT

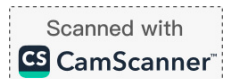
Date : 30.10.2025

Report To		
Employee Name	Thon Hlke Sae	
Position	Area Sales Manager	
Department	Sales Dept	
Business	IS Bill	
Departure & Arrival	Departure Date And Time	Arrival Date And Time
	MDY	MDY
Total Days		
Trip Information	1. From Monday To Monday	
	2. From To	
	3. From To	
Purpose For Travelling		
Travel Date	Activities	Remark
10.10.2025 to 31.10.2025	<p>Cus Visit to Pyigyitayon Industrial Zone - Myanmar May Keung, EBC, UMT Distribution, MK Distribution, Shwe Ting Tun Co. Ltd, Great One Paper Factory, CocaCola MLP-1</p> <p>Cus appointment to Saeing Industrial Zone - Triple Circle Wood Co. Ltd, Cycle Cover Factory, Saeing Textile, Mahanding Paper Mill,</p>	

Reported by
 Sign :
 Name : Thon Hlke Sae
 Position : Area Sales Manager

Checked by
 Sign :
 Name : Chit San Ho
 Position : AGM.
 (DH/AGM/GM)

Approved by
 Sign :
 Name :
 Position :
 (COO)



January'25 Cycle Way

No	Date	Location	Cycle-No	User Name	Amount	Trip (Ways)	Way Purpose	Start Kilo	End Kilo
1	3/1/2025	MDY Pyigyitagon	74W/7814	Than Htike Swe	10,000	Customer Visit to Pyigyitagon - Myanmar May Kaung Ply Wood - Sin Phyu Taw Ply Wood - Green Circle Co, Ltd	Customer Job Site Followup	26326	26376
2	13/1/2025	MDY Pyigyitagon	74W/7814	Than Htike Swe	10,000	Visit to Appointment Pyigyitagon - Myat Sadanar - Green Circle Co, Ltd - Myanmar May Kaung Ply Wood Factory 1-Visit to UMT Distribution MyitNge - Reach Truck 1.5 Ton quotation follow up. 2-Visit to Model Myanmar Co, Ltd - Forklift introduce follow up 3-Visit to Shwe Khaung Laung Food Factory Pyigyitagon Tsp - Relation & After sale service follow up.	Customer appointment	26376	26466
3	30/1/2025	MDY Pyigyitagon	74W/7814	Than Htike Swe	10,000	Customer Visit to Pyigyitagon - Myanmar May Kaung Ply Wood - Kyaw Ply Wood Factory - Mandalay Cotton - Crown Zinc Factory Cycle No.74W/7814	Customer Job Site	26466	26578
Total Amount					30,000				

Prepared By
Sale Admin

Nwe Thazin



Check By
DH

Thiha Thein Aung



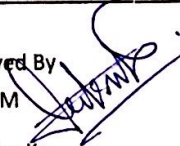
Check By
F/A

Thwe Thwe Mar



Approved By
AGM

Chit San Ko



Approved By
GA

Maung Maung Htwe

Start kilo - 26466 74W/7814
End kilo - 26578
BOC (62)

No (D-1) 62nd Street Topp/Bend Industrial
Park Road, Pyigyidagun Township, Mandalay.
09456622955, 09456622944

92 Ron Octane

Vr No: H 02 20250130 0185

Date: 30/01/2025 7:27:02 AM

Pump: Pump 21 Car No: 5 Cycle (Ther
~~W/Sec~~)

Cashier: Nway Yadanar Win

Gal	Liter	Price	Amount
0.677	3.082	3245	10,000

Thank You. See You again!



Start kilo - 26376 74W/7814
End kilo - 26466
BOC (62)

No (D 1) 62nd Street Topp/Bend Industrial
Park Road Pyigyidagun Township, Mandalay
09456622955, 09456622944

92 Ron Octane

Vr No: H 02 20250113 0255

Date: 30/01/2025 7:42:55 AM

Pump: Pump 5 Car No: 1 Cycle

Cashier: Yoon Ko Ko

Gal	Liter	Price	Amount
0.689	3.135	3190	10,000

Thank You. See You again!



Start kilo - 26326 74W/7814
End kilo - 26376

Pyigyidagun
Mandalay
Phone: 09456622955
Sales: Nway Yadanar Win
Vr No: H 02 20250130 0185
Date: 30/01/2025
Pump: Pump 21
Car No: 5 Cycle
3-1-25

Sale Price
Sale Liter
Price
Amount

Amount (10000)
Type
Discount
Net Amount

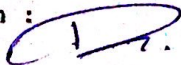
Thank You. See You again!




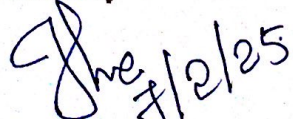
Company Name : 78. CO. Hcl


Department Name : ISBU (Sale & Marketing)

No.	Date	Name	Description	Amount	Remark
1	7.2.25	Van Hike Swe	MDY-Br. Home Rent	25,000/-	CMOY. Home Rent 25,000 (mark) for Jan '25
Total Amount				25,000 /-	

Requested by:  Name: Nue Thao (Requester)

Approved by:  (Department Head)

Checked by:  Joe Mar (Related FNA/Corp FNA)

Approved by:  Chit San Ho (OM/AGM/GM)

Approved by: _____ (ACOO/COO/MD/VCM)


02-IDS-FNA-FRM-001-01

INVOICE VOUCHER

CUSTOMER NAME အမည်	Thar Hike	DATE နေ့စွဲ	/ /
ADDRESS လိပ်စာ	Sue.		

NO စဉ်	DESCRIPTIONS အမျိုးအမည်	QTY ဦးရေ	UNIT PRICE ဈေးနှုန်း	AMOUNT သင့်ငွေ	
				KYATS	USD
	Hostel Chgs For	1	25000/-	25000/-	
	Jan' 25				
	For 09-97783574				
			TOTAL	25,000/-	
			GOV TAX		
			ADV / DIS		
			BALANCE		

PAID
 DELIVERED



 CHECKED BY

458

 AUTHORIZED BY