



TRAVEL ADVANCE CLEAR FORM

Cash Advance				
Employee Name	Zarni Hein	Estimated Date of Travel	8.7.2025 (9:12)AM	
Position Rank	SH	Total Day	1 Day	
BU/BR/DIV./Dept	IS/MC	Destination	Visit	
Purpose	Sale and Marketing Visit and Customer Take Care			
Travelling Permit				
Arrival Place	Pantanao Tsp			
Actual Date & Time of Travel	(8.7.2025) (9:12)AM			
Total Day	1 Day			
HR Name	Thae Nu Wai			
HR Sign				
BOH/Authorized Person Name	Chit San Ko			
BOH/Authorized Person	Fay			
Advance Clear				
Actual Date & Time of Travel	8.7.25 (9:12)AM	Total Day	1 Day	
Departure Date & Time	8.7.25 (9:12)AM	Arrival Date & Time	(2:30 PM)	
Date	Description	Total Amount		
		Kyats	USD	
8.7.25 9:12AM	Fuel Charges	5000		
to	Toll Gate Charges	1400		
2:30 PM				
Total Expense (Kyats/USD)		51400		
Cash Advance (Kyats/USD)		-		
Balance Refund/Additional (Kyats/USD)		51400		
Job Report Status				
Authorization	Name	Position	Date	Sign
Prepared By	Thin Soe	SH	8.7.2025	
Approved By Dept Head	Zarni Hein	SH	10.7.2025	
Approved By GM/AGM/COO	Phya Ka Ka	GM	12.7.2025	
Acknowledged by related Superior for Job Report				
HR Check & Approved	Thae Nu Wai	SH	12-7-2025	
Cash Received				
Remark				

Chit San Ko
12.7.25

Amintone
13/07/2025



TRAVELLING REPORT

Date : 10.7.2025

Report To	OM, AGM, ACOO, VCM	
Employee Name	Zoni Hein	
Position	DH	
Department	Sale and Marketing	
Business	IS/MC	
Departure & Arrival	Departure Date And Time	Arrival Date And Time
	8.7.25 (9:02)AM	8.7.25 (2:30)PM
Total Days		
Trip Information	1. From UD To Pantanaw Tsp.	
	2. FromTo	
	3. FromTo	
Purpose For Travelling	Dealer visit and Customer take Care	
Travel Date	Activities	Remark
8.7.25 (9:12)AM to (2:30)PM	<ul style="list-style-type: none"> We go to Pantanaw for Service Technical Support and Customer Take Care and we aim to have a long-term relationship with this Customer. We show our service support and our Selera Cycle to Nyang Ton Customer of Pantanaw. 	<p>U Kyi Win Cycle Shop, we decided 5 Units and Delivery Finished.</p> <p>We agreement 4 Units Deal & Sale. After 4 Units production, he will buy Cash Down for 4 Unit and spend,</p>

Reported by
 Sign :
 Name : Zoni Hein
 Position : DH

Checked by
 Sign :
 Name : Pyo Ko Ko
 Position : (GM)

Approved by
 Sign :
 Name :
 Position :
 13/07/2025

(DH/AGM/GM)

(COO)

05-CHL-HRM-FRM-064-01



TRIP CAR USED FORM

BU/BR/DIV : IS / MC
 Driver Name : Zarni Hein
 Car User Name : Zarni Hein
 Trip Title : ~~of~~ Customer take care and sale visit
 Trip Location : up: mops
 Car No. : 64 / 1209
 Car Type : Nissan (March)
 Estimate Date : 1 Day
 Participant : Saw Elsay Wah (service)

Date	Start Kilo	End Kilo
8.7.2025	244369	244531

Total kilo - 162 kilo
 Total Gallon - 3 Gal
 Fuel Comp - 54 kilo per Gal
 Fuel Charges - 50,000 MMK

162 km

Request By

Requester

Thasi Soe

Checked By

Related GM/AGM

Acknowledge By

GAV Head

Approved By

13/07/2025
Amir

CAM GM/AGM/COO

05-CHL-GAV-FRM-015-01

ZTH

ZTH

Htan Ta Pin

Ph : 09-420143096

Sale Person : cashier2

Counter : # 1

Vr No : 809265 Vehicle No: **6H/1209**

Vehicle Type: Car

Pump : 11 Product : **92**

Hose : 1

Sale Time : 2025-07-08 09:14:03 AM

Print Time : 2025-07-08 09:14:06 AM

Gallon	Liter	Price	Total Amount
3.648	16.583	3,015.00	50,000.00

Payment Type : Cash (Normal)

Discount : 0.00

Net Amount : 50,000.00

Thank You See You Again!



Oriental Highway Co., Ltd
HLAING THAR YAR TOLL PLAZA

HY_PLZ.HY04E.08072025

Date Time : 08-07-2025 14:26:31
Toll Collector ID : 141215

Receipt Number : 13832965
Vehicle Number : N/A
Vehicle Type : TLG, SL, Van, etc
Vehicle Class : 2

Road Fare : Ks 100.00
Total Fare : Ks 100.00

Cash Tendered : Ks 100.00
Cash Changed : Ks 0.00

THIS SERVES AS AN OFFICIAL RECEIPT

*** THANK YOU ***



မအူပင်ခရိုင်၊ လမ်းဦးစီးဌာန

ရက်စွဲ..... 8.2.25

ရန်ကင်း-ပုသိမ်လမ်းပိုင်း၊ မိုင်(၁၇/၄-၅၆/၀)(၃၀/၄)မိုင် (ပိုလ်ပြတ်ထွန်းဂိတ်)

လမ်း-တံတား အသုံးပြုခ ကောက်ခံပြေစာ

ထော်လာဂျီ (ဒိန်းဒေါင်း)၊ ဆလွန်း၊ ဗင် (၂)တန်ဒောက်

ယာဉ်အမှတ်..... 6H-1209

လမ်းအသုံးပြုခ - (၃၀၀) ကျပ်

တံတားအသုံးပြုခ - (၃၀၀) ကျပ်

(၆၀၀) ကျပ်

2

54757

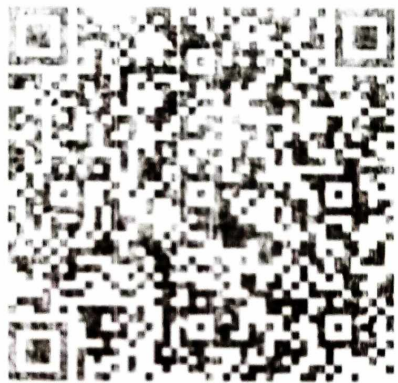
ကောက်ခံသူလက်မှတ်

THANK YOU ***



Oriental Highway Co., Ltd
HLAING THAR YAR TOLL PLAZA

HY_PLZ_HY05X.08072025



Date Time : 08-07-2025 09:24:27
 Toll Collector ID : 150912
 Receipt Number : 13761647
 Vehicle Number : N/A
 Vehicle Type : TLG, SL, Van, etc
 Vehicle Class : 2
 Road Fare : Ks 100.00
 Total Fare : Ks 100.00
 Cash Tendered : Ks 100.00
 Cash Changed : Ks 0.00

THIS SERVES AS AN OFFICIAL RECEIPT

*** THANK YOU ***



မအူပင်ခရိုင်၊ လမ်းဦးစီးဌာန

ရက်စွဲ ၈-၇-၂၄

ရန်ကင်း-ပုသိမ်လမ်းပိုင်း၊ မိုင်(၁၇/၄-၅၆/၀)(၃၈/၄)မိုင် (ပိုက်ပြတ်ထွန်းဂိတ်)

လမ်း-တံတား အသုံးပြုခ ကောက်ခံပြေစာ

ထော်လာဂျီ (ဒိန်းဒေါင်း)၊ ဆလွန်း၊ ဗင် (၂)တန်အောက်

ယာဉ်အမှတ်..... ၆၄ ၁၁၂၀၉

လမ်းအသုံးပြုခ	-	(၃၀၀) ကျပ်
တံတားအသုံးပြုခ	-	(၃၀၀) ကျပ်
	-	<u>(၆၀၀) ကျပ်</u> ✓

2

51709

ကောက်ခံသူဇာတ်မှတ်

Print Date : 10-Jul-2025

Monthly Fuel Claim

Vehicle Number	Holding Business	Request Date	For Month	Contract Name	Approved amount	Actual Issue Gallon	Actual Charges Amount	Actual Approved Status	Monthly Usage Kilo	Remark
6H/1209	Motorcycle (Yangon)	2025-07-08	July	Phyo Ko Ko(2)	180,000	5	70,000	Close	359	Pyapon customer take care and dealer finding
6H/1209	Motorcycle (Yangon)	2025-07-10	July	Phyo Ko Ko(2)	180,000	4	50,000	Close	162	UD to Pantanaw Customer Take Care

Thiri Soe

Thae Nu Wai

Check
Ky
 Kyawt Kyawt San

checked by
Phyo Ko Ko (com)

10-7-25

12/67/2025
Amn/2025



Dear VCM and ACOO
BU - MC BU

အကြောင်းအရာ ။ Dealer Visit and
Customer take Care

၁) အမည် - Zarni Hein, Saw Elsay Wah
ဌာန - sale and marketing , Service

၂) သွားရောက်သည့်ဝန်ထမ်းအရေအတွက်
- (2) ယောက်

၃) ခရီးသွားသည့်နေရာ - ပန်းတနော်

၄) ခရီးသွားသည့်အကြောင်းအရာ - Dealer
visit and customer take Care

၅) စတင်သွားရောက်သည့်နေ့ရက် -
(8-Jul-25)

၆) Estimate date. - ခန့်မှန်းခြေ (1)ရက်
ကြာနိုင်ပါသည်

၇) Trip Condition - 6H/1209 OM ကားဖြင့်
သွားပါမည်

Budget Amount - 60,000 MMK

Approve လေးတင်ခွင့်ပြုပါရှင့် 🙏🙏🙏

1 3:53 PM ✓

Ko Zaw Min Myat

admin

Thiri Soe

Dear VCM and ACOO BU - MC BU...

Pls proceed



3:56 PM

Message

