

Trip Expense Report

Employee: Mr. Gunjan Shukla

Trip Period: 14 Jan 2026 → 25 Apr 2026

Trip Description:

OK

Status: APPROVED

LOCAL

Date	Description	Status	Amount (₹)
14 Jan 2026	Local Travel CAR 415.00 KM	APPROVED	₹ 3,527.50
16 Jan 2026	Local Travel CAR 415.00 KM	APPROVED	₹ 3,527.50
Category Total			₹ 7,055.00

MEAL

Date	Description	Status	Amount (₹)
27 Feb 2026	WITH_BILL	APPROVED	₹ 500.00
14 Jan 2026	WITHOUT_BILL	APPROVED	₹ 400.00
Category Total			₹ 900.00

DA

Date	Description	Status	Amount (₹)
18 Apr 2026 → 18 Apr 2026 (1 days)	Daily Allowance	APPROVED	₹ 500.00
Category Total			₹ 500.00

Grand Total			₹ 8,455.00
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