

REIMBURSEMENT TRAVEL SETTLEMENT



Track Receipts And Certify Expenses



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Click on Login Button

Business/Travel Expense(s) -Drafts

Move to Trash

	Voucher No	Voucher Name	Amount	Created On	Whose
<input type="checkbox"/>	MSL-1718-BA-35				
<input type="checkbox"/>	MSL-1718-RE-1357	Travel Expenses	10122.00	10-May-2017	Suresh Devasani

Click on **CREATE VOUCHER** under 'Business Settlement'

- Reimbursement
- Business Advances
- Business Settlement **Create Voucher**
- Super User View **Status of Voucher**
- Payment **Pending Approvals**
- Purchase
- Purchase Advance
- Purchase Settlement
- Other Payments
- Contract
- Single Vendor Multi JV
- Multi Vendor Single Company JV
- Aspire Voucher Generation
- On Behalf Of View
- Salary JV

Business/Travel Expense(s) -For Approver

Approve Reject Send for Clarification

No Records Found

Delegation

Create Delegation

Delegated For
Anupam Shivraj Agal
Siddiqui Noor-Ul Huda

	Reason
On Leave	On Leave
leave	leave

Travel Voucher Details - Settlement

On Behalf of

Back

Travel Requisition Voucher No

Create for employee [View Details](#)

Voucher Name

Cost Code

Requestor Comments

By default paid "Business Advance" Voucher number will display to create settlement record

Voucher for company Motilal Oswal Securities Limited

Currency Requirement (Fill Only if the amount spent is less than the Advance Taken)

#	Add	Remove	Currency Mode	Currency Name	Amount Returned*	Conversion Rate	Total Amount	Comments
1	Add	Remove	Fund Transfer	INR	0	1.00	0	
Total Amount :							0.00	

<< Create Expenses Details

Create voucher through excel upload

Choose File No file chosen

Upload

Upload Format EXCEL

Total Expenses

Advance Taken

Currency Returned

Recovery from Employee (UnAdjusted Advance)

Refund to Employee (Excess Spent)

Supportings

Choose File No file chosen

Attach

No.Of

attachments:

Welcome to Humanware x Motilal Oswal x

Secure https://trace.motilaloswal.com/xtrack/Pages/Reimbursement/Reimbursement.aspx?P=b9WxrRfJsCRKrT1HYf5VEkf2YqG2N7BWYqqTM2jxKlc=&R=qjOf_cOKYM=&REF=_j_Hle...

Apps . Motilal Oswal Imported From IE New Tab yahoo - Google Search Motilal Oswal Captive

Employee Reimbursement On Behalf Of -SELECT- Back Copy Voucher No. Auto Suggest

Display 1 of 1

A/C Name -SELECT-
 A/C Code
 SBU SUPPORT
 Department FINANCE & ACCOUNTS
 Channel COMMON
 Product COMMON
 Location INDIA-PRAHADEVI
 Cost Code SUPPORT-FINANCE & ACCOUNTS-COMMON-0
 Date 31-Mar-2018
 Place From
 Place To
 Amount 0

GST Applicable
 HSN/SAC Code Auto Suggest
 Place Of Business (Vendor Location) Mumbai - MAHARASHTRA
 Point Of Supply (Own Location/Branch) Mumbai - MAHARASHTRA 27AAACD3654Q2Z7
 SGST 0.00
 CGST 0.00
 IGST 0.00
 Gross Amount 0
 Narration
 Nature Of Event
 Bill(s) Will be Sent? Yes No

Travel Details

Create for Employee	Suresh Devasani/MSL	View Details	Status	Draft
Voucher Name	travel conveyance feb		Voucher No	#Auto Generated
Period Of Expense	22-E0v of Mar-2018	Mode Of Payment	Fund Transfer	On Whose Desk
Requestor's Comments		Employee's Company	Motilal Oswal Securities Limited	
Voucher for Company	Motilal Oswal Securities Limited			
Place Of Business	Mumabi - MAHARASHTRA	Point Of Supply (Own Location/Branch)	Mumbai - MAHARASHTRA	

This Voucher is 1 days old

<< Create Expenses Details Create voucher through excel upload Choose File No file chosen Upload Upload Format EXCEL

Supportings Choose File No file chosen Attach No of Attachment: 0

Disclaimer

#	Terms	Disclaimer	Order
1	general	these are the general terms of engagement	1

Approval Details
 Approver's Comments
 Approval Log
 Audit Details

Settlement amount and other details to be filled as required

Type here to search

31-03-2018

SUPPORT-COMPLIANCE-FRANCHISEE-RDWM-EQUITY-INDIA-MALAD	27-Apr-2017	6602.00	0.00	0.00	0.00	6602.00	INR	1.00	6602.00	0	0.00	Being exp were incurred on purchase of water bottles, stationaries exp, Medicine, Soap,laundry exp & other miscellaneous exp as a out of pocket exp during the internal audit tour of West Bengal Location franchisees.	Yes	No
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Total Expenses

Advance Taken

Currency Returned

Recovery from Employee (UnAdjusted Advance)

Refund to Employee (Excess Spent)

Supportings

No file chosen

[Travel Voucher Details Format.xls](#)

No.Of attachments: 1

Advance)

Refund to Employee (Excess Spent)

Supportings No file chosen No.Of

attachments:

For the best views, use greater version of Mozilla Firefox 48+, Internet Explorer 10+, Google Chrome 52+ and Safari browsers.

Click **SEND FOR APPROVAL**
to send a record for
approval and payment

Click **SAVE & EXIT** to
save a record as draft