


Salary Advance for Employees

The Managing Trustee may sanction advance to a permanent employee for the purpose of festival and marriage, which shall be recovered from salary in ten equal installments.

1. Festival advance of Rs.2000/- once in two years.
2. Marriage Advance of Rs. 20000/- once in service.
3. For Other Personal Reasons.

The employees should forward the application for advance through concerned Head of the institution to keep deductions update.

(Defined in Service Rules of Shridevi Charitable Trust under Rule No.27)



PRINCIPAL
SHRIDEVI INSTITUTE OF
ENGINEERING AND TECHNOLOGY
TUMKUR - 572106

Date : 10-10-2022.

From :

Dr. K. S. Ramakrishna.

Prof + Head

Dept. of MCA

SIET, Tumkur

To :

The Director

HR + IT

SCT, Tumkur.

Sir,

Sub :- Request to sanction + release an Advance Amount - Reg.

This is to bring to your kind attention that my daughter - Mr. Lax's, Baby. Shower and other family works I have to perform now.

In view of this, I require an amount Rs. 3 Lakhs. Hence, I request you to sanction + release that much amount as advance amount and that may be deducted from my Salary, Rs. 50,000/- every month for 6 months.

⊙ I ~~am~~ ~~do~~ have to get my insurance amount in six weeks time, that I will pay and clear the advance amount.

Once again, I request you to sanction the above mentioned amount at the earliest.

Thanky you Sir.

Yours Sincerely

Ramakrishna

A/c SCT,
Pls do the needful


10/10/2022

SRI SHRIDEVI CHARITABLE TRUST (R.)

372



SHRIDEVI INSTITUTE OF ENGINEERING & TECHNOLOGY

Sira Road, Tumkur - 572 106, Karnataka

PAYMENT VOUCHER

Date: 13/10/2022

Dr. Salary Advance Dr. Ramakrishna K.S A/C

Paid to M/s. / Sri Y/S Dr. Ramakrishna K.S

Sum of Rupees (in words) Three lakh only

by Cash / Cheque / D.D. No. 160353 on DDCB-03

on account of Salary Advance.

Rs. 30,000/-

Accountant

Authorised by

Receiver's Signature

Shridevi Institute of Engineering & Technology
Sira Road, Tumkur

Payment Advice

160353
13/10/2022

The Manager
TDCC BANK

Dear Sir,

Payment Advice from Shridevi Institute of Engineering & Technology

SALARY ADVANCE

Please make the payroll transfer from above account number to the below mentioned account numbers towards employee salaries:

Sl. No.	Name of the Employee	Account No.	Amount
1	Dr. Ramakrishna K. S	1761038001000188	300000.00
	Total		300000.00

Yours Sincerely

for Shridevi Institute of Engineering & Technology

Authorised Signatory



Shridevi Institute of Engg & Technolgy
Sira Road Tumkur

Salary Advance Dr. Ramakrishna K S
Ledger Account

1-Apr-2022 to 31-Mar-2023

Date	Particulars	Vch Type	Vch No.	Debit	Page 1 Credit
13-10-2022	Cr TDCC Bank A/C No:038009000003 CHQ NO 160353- SALARY ADVANCE GIVEN	Payment	372	3,00,000.00	
31-10-2022	Dr (as per details)	Journal	229		50,000.00
	SALARY	28,50,345.00 Dr			
	Bus Hire Charges (Employee)	1,250.00 Cr			
	E.S.I.C	5,719.00 Cr			
	L I C	4,106.00 Cr			
	Professional Tax (Trust)	12,200.00 Cr			
	Provident Fund	66,423.00 Cr			
	Salary Advance Manjunath A H	1,750.00 Cr			
	T.D.S.on Salary	45,000.00 Cr			
	Salary Payable	26,63,897.00 Cr			
	SALARY FOR THE MONTH OF OCTOBER 2022				
30-11-2022	Dr (as per details)	Journal	251		50,000.00
	SALARY	29,57,038.00 Dr			
	Bus Hire Charges (Employee)	1,250.00 Cr			
	E.S.I.C	5,619.00 Cr			
	L I C	3,799.00 Cr			
	Professional Tax (Trust)	12,400.00 Cr			
	Provident Fund	66,656.00 Cr			
	Salary Advance Nataraj B G	3,000.00 Cr			
	Salary Advance Manjunath A H	6,500.00 Cr			
	T.D.S.on Salary	48,000.00 Cr			
	Salary Payable	27,59,814.00 Cr			
	SALARY FOR THE MONTH OF NOV 2022				
31-12-2022	Dr (as per details)	Journal	270		50,000.00
	SALARY	31,20,570.00 Dr			
	Bus Hire Charges (Employee)	1,250.00 Cr			
	E.S.I.C	6,020.00 Cr			
	L I C	3,178.00 Cr			
	Professional Tax (Trust)	13,600.00 Cr			
	Provident Fund	69,881.00 Cr			
	Salary Advance Manjunath A H	6,500.00 Cr			
	Salary Advance Nataraj B G	3,000.00 Cr			
	T.D.S.on Salary	48,000.00 Cr			
	Salary Payable	29,19,141.00 Cr			
	SALARY FOR THE MONTH OF DEC 2022				
31-1-2023	Dr (as per details)	Journal	294		50,000.00
	SALARY	40,63,012.00 Dr			
	Bus Hire Charges (Employee)	1,250.00 Cr			
	E.S.I.C	5,678.00 Cr			
	L I C	4,099.00 Cr			
	Professional Tax (Trust)	14,400.00 Cr			
	Provident Fund	71,964.00 Cr			
	Salary Advance Nataraj B G	3,000.00 Cr			
	Salary Advance Manjunath A H	6,500.00 Cr			
	Salary Advance Somashekar	5,000.00 Cr			
	T.D.S.on Salary	1,48,500.00 Cr			
	Salary Payable	37,52,621.00 Cr			
	SALARY FOR THE MONTH OF JANUARY 2023				

Carried Over

	3,00,000.00	2,00,000.00
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continued ...

Shridevi Institute of Engg & Technology

Salary Advance Dr. Ramakrishna K S Ledger Account : 1-Apr-2022 to 31-Mar-2023

Page 2

Date	Particulars	Vch Type	Vch No.	Debit	Credit
	Brought Forward			3,00,000.00	2,00,000.00
28-2-2023	Dr (as per details)	Journal	411		50,000.00
	SALARY	35,65,340.00 Dr			
	Bus Hire Charges (Employee)	2,000.00 Cr			
	E.S.I.C	5,881.00 Cr			
	L I C	4,099.00 Cr			
	Professional Tax (Trust)	14,600.00 Cr			
	Provident Fund	73,484.00 Cr			
	Salary Advance Somashekar	5,000.00 Cr			
	Salary Advance Manjunath A H	6,500.00 Cr			
	Salary Advance Shekkappa	5,000.00 Cr			
	Salary Advance Nataraj B G	3,000.00 Cr			
	T.D.S.on Salary	2,37,500.00 Cr			
	Salary Payable	31,58,276.00 Cr			
	SALARY FOR THE MONTH OF FEBRUARY 2023				
31-3-2023	Dr (as per details)	Journal	428		50,000.00
	SALARY	34,78,066.00 Dr			
	Bus Hire Charges (Employee)	2,000.00 Cr			
	E.S.I.C	5,789.00 Cr			
	L I C	4,099.00 Cr			
	Professional Tax (Trust)	14,400.00 Cr			
	Provident Fund	71,982.00 Cr			
	Salary Advance Somashekar	5,000.00 Cr			
	Salary Advance Manjunath A H	6,500.00 Cr			
	Salary Advance Shekkappa	2,500.00 Cr			
	Salary Advance Nataraj B G	3,000.00 Cr			
	T.D.S.on Salary	1,93,500.00 Cr			
	Salary Payable	31,19,296.00 Cr			
	SALARY FOR THE MONTH OF MARCH 2023				
				<u>3,00,000.00</u>	<u>3,00,000.00</u>

28/10/2022

ರವರಿಗೆ,

ಮಾನ್ಯಜಂಗ ಟ್ರಸ್ಟರವರು,
ಶ್ರೀದೇವಿ ವಿದ್ಯಾ ಸಂಸ್ಥೆ,
ಸರಾಸಂ. ತುಮಕೂರು.


ಯಾನ್ತ್ರೀ,

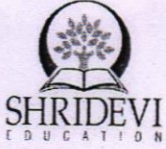
ವಿಷಯ :- ಮುಂಗಡ ಹಣ ಪಡೆಯುವದರ ಬಗ್ಗೆ.

ಈ ಮೇಲಂಡ ವಿಷಯಕ್ಕೆ ಸಂಬಂಧಿಸಿದಂತೆ ಬ.ಜ.ನಟರಾಜು ಜಿದನಾನು ತಮ್ಮ ವಿದ್ಯಾಸಂಸ್ಥೆಯು 17 ವರ್ಷದಿಂದ ಸಹಾಯಕನಾಗಿ ಕಾರ್ಯ ನಿರ್ವಹಿಸುತ್ತಿದ್ದಾನೆ. ನನ್ನ ಮಗನ ವಿದ್ಯಾಭಾಸ ಮಾಡಿಸಲು (ಬಿ.ಎಸ್.ಸಿ.ಎಚ್) ಹಣದ ಅವಶ್ಯಕತೆ ಇರುತ್ತದೆ. ಜಿಡಕಂದ ಹುಲಿಬಿಟ್ಟು 30,000 ರೂ ಮುಂಗಡ ಹಣ ಕೊಡಬೇಕೆಂದು ತಮ್ಮಲ್ಲಿ ವಿನಂತಿಸಿಕೊಳ್ಳುತ್ತೇನೆ. ನನ್ನ ತಂಗಳ ವೇತನದಲ್ಲೂ 2000 ರೂ ಕಡಿತ ಮಾಡಿಕೊಳ್ಳಬೇಕೆಂದು ತಮ್ಮಲ್ಲಿ ವಿನಂತಿ.

ವಂದನಗೊಪ್ಪಿದ,

ತಮ್ಮ ವಕೀಲರು,
ನಟರಾಜು.ಬಿ.ಜಿ.

To,
Accounts
Kindly sanction
Rs 30,000/- & deduct 3000 p.m




SHRIDEVI INSTITUTE OF ENGINEERING & TECHNOLOGY

SIRA ROAD, NH-4, TUMKUR - 572 106.

Department: CMD

Date: 11-10-2022

To,

The Principal,

SIET, Tumkur.

Sub: - Regarding Advance.

Respected sir,

I Manjunath A H working as a Network Administrator at SIET Tumkur. I would like to apply for the advance loan of an amount Rs.40, 000. I need it an urgent because my wife is suffering with **Gall Bladder stone** issues and she needs the treatment. So that i am requesting you, please do sanction the loan amount for the same.

Kindly approve and do needful

Thanking You,

Yours Faithfully

Manjunath A H
Manjunath A H

*Forwarded to trustee
for kind needful
by sanctioning Salary
Advance to be deducted
in equal installments
in concerning Salary.*

11/10/22

SRI SHRIDEVI CHARITABLE TRUST (R.) 396

(2)

SHRIDEVI INSTITUTE OF ENGINEERING & TECHNOLOGY

Sira Road, Tumkur - 572 106, Karnataka

PAYMENT VOUCHER

Date: 31/10/2023

Dr. A/C

Paid to M/s. / Sri Y/S (Manjunatha AH & Nataraj's BG)

Sum of Rupees (in words) Seven Thousand only

by Cash / Cheque / D.D. No. 160296 on ACCB-03

on account of Salary Advance

Rs. 70000/-

Accountant

Authorised by

Receiver's Signature

Shridevi Institute of Engineering & Technology
Sira Road, Tumkur

Payment Advice

The Manager
TDCC BANK

Dear Sir,
Payment Advice from Shridevi Institute of Engineering & Technology

SALARY ADVANCE

Please make the payroll transfer from above account number to the below mentioned account numbers towards employee salaries:

Sl. No.	Name of the Employee	Account No.	Amount
1	Mr. Manjunath A.H	1761038001000813	40000.00
2	Mr. Nataraju B.G	1761038001001147	30000.00
	Total		70000.00

Yours Sincerely
for Shridevi Institute of Engineering & Technology

Authorised Signatory

160296
31/10/2022



Shridevi Institute of Engg & Technolgy
Sira Road Tumkur

Salary Advance Nataraj B G
Ledger Account

1-Apr-2022 to 31-Mar-2023

Date	Particulars	Vch Type	Vch No.	Debit	Page 1 Credit
31-10-2022	Cr (as per details)	Payment	396	30,000.00	
	Salary Advance Manjunath A H	40,000.00 Dr			
	TDCC Bank A/C No:038009000003	70,000.00 Cr			
	CHQ NO 160296- SALARY ADVANCE GIVEN TO STAFF MEMBERS				
30-11-2022	Dr (as per details)	Journal	251		3,000.00
	SALARY	29,57,038.00 Dr			
	Bus Hire Charges (Employee)	1,250.00 Cr			
	E.S.I.C	5,619.00 Cr			
	L I C	3,799.00 Cr			
	Professional Tax (Trust)	12,400.00 Cr			
	Provident Fund	66,656.00 Cr			
	Salary Advance Manjunath A H	6,500.00 Cr			
	Salary Advance Dr. Ramakrishna K S	50,000.00 Cr			
	T.D.S.on Salary	48,000.00 Cr			
	Salary Payable	27,59,814.00 Cr			
	SALARY FOR THE MONTH OF NOV 2022				
31-12-2022	Dr (as per details)	Journal	270		3,000.00
	SALARY	31,20,570.00 Dr			
	Bus Hire Charges (Employee)	1,250.00 Cr			
	E.S.I.C	6,020.00 Cr			
	L I C	3,178.00 Cr			
	Professional Tax (Trust)	13,600.00 Cr			
	Provident Fund	69,881.00 Cr			
	Salary Advance Dr. Ramakrishna K S	50,000.00 Cr			
	Salary Advance Manjunath A H	6,500.00 Cr			
	T.D.S.on Salary	48,000.00 Cr			
	Salary Payable	29,19,141.00 Cr			
	SALARY FOR THE MONTH OF DEC 2022				
31-1-2023	Dr (as per details)	Journal	294		3,000.00
	SALARY	40,63,012.00 Dr			
	Bus Hire Charges (Employee)	1,250.00 Cr			
	E.S.I.C	5,678.00 Cr			
	L I C	4,099.00 Cr			
	Professional Tax (Trust)	14,400.00 Cr			
	Provident Fund	71,964.00 Cr			
	Salary Advance Dr. Ramakrishna K S	50,000.00 Cr			
	Salary Advance Manjunath A H	6,500.00 Cr			
	Salary Advance Somashekar	5,000.00 Cr			
	T.D.S.on Salary	1,48,500.00 Cr			
	Salary Payable	37,52,621.00 Cr			
	SALARY FOR THE MONTH OF JANUARY 2023				

Carried Over

30,000.00 9,000.00

continued ...

Shridevi Institute of Engg & Technology

Salary Advance Nataraj B G Ledger Account : 1-Apr-2022 to 31-Mar-2023

Page 2

Date	Particulars	Vch Type	Vch No.	Debit	Credit
	Brought Forward			30,000.00	9,000.00
28-2-2023	Dr (as per details)	Journal	411		3,000.00
	SALARY	35,65,340.00 Dr			
	Bus Hire Charges (Employee)	2,000.00 Cr			
	E.S.I.C	5,881.00 Cr			
	L I C	4,099.00 Cr			
	Professional Tax (Trust)	14,600.00 Cr			
	Provident Fund	73,484.00 Cr			
	Salary Advance Dr. Ramakrishna K S	50,000.00 Cr			
	Salary Advance Somashekar	5,000.00 Cr			
	Salary Advance Manjunath A H	6,500.00 Cr			
	Salary Advance Shekkappa	5,000.00 Cr			
	T.D.S.on Salary	2,37,500.00 Cr			
	Salary Payable	31,58,276.00 Cr			
	SALARY FOR THE MONTH OF FEBRUARY 2023				
31-3-2023	Dr (as per details)	Journal	428		3,000.00
	SALARY	34,78,066.00 Dr			
	Bus Hire Charges (Employee)	2,000.00 Cr			
	E.S.I.C	5,789.00 Cr			
	L I C	4,099.00 Cr			
	Professional Tax (Trust)	14,400.00 Cr			
	Provident Fund	71,982.00 Cr			
	Salary Advance Dr. Ramakrishna K S	50,000.00 Cr			
	Salary Advance Somashekar	5,000.00 Cr			
	Salary Advance Manjunath A H	6,500.00 Cr			
	Salary Advance Shekkappa	2,500.00 Cr			
	T.D.S.on Salary	1,93,500.00 Cr			
	Salary Payable	31,19,296.00 Cr			
	SALARY FOR THE MONTH OF MARCH 2023				
				30,000.00	15,000.00
Dr	Closing Balance				15,000.00
				30,000.00	30,000.00

Shridevi Institute of Engg & Technolgy

Sira Road Tumkur

Salary Advance Manjunath A H

Ledger Account

1-Apr-2022 to 31-Mar-2023

Page 1

Date	Particulars	Vch Type	Vch No.	Debit	Credit
31-10-2022	Cr (as per details)	Payment	396	40,000.00	
	Salary Advance Nataraj B G	30,000.00 Dr			
	TDCC Bank A/C No:038009000003	70,000.00 Cr			
	CHQ NO 160296- SALARY ADVANCE GIVEN TO STAFF MEMBERS				
	Dr (as per details)	Journal	229		1,750.00
	SALARY	28,50,345.00 Dr			
	Bus Hire Charges (Employee)	1,250.00 Cr			
	E.S.I.C	5,719.00 Cr			
	L I C	4,106.00 Cr			
	Professional Tax (Trust)	12,200.00 Cr			
	Provident Fund	66,423.00 Cr			
	Salary Advance Dr. Ramakrishna K S	50,000.00 Cr			
	T.D.S.on Salary	45,000.00 Cr			
	Salary Payable	26,63,897.00 Cr			
	SALARY FOR THE MONTH OF OCTOBER 2022				
30-11-2022	Dr (as per details)	Journal	251		6,500.00
	SALARY	29,57,038.00 Dr			
	Bus Hire Charges (Employee)	1,250.00 Cr			
	E.S.I.C	5,619.00 Cr			
	L I C	3,799.00 Cr			
	Professional Tax (Trust)	12,400.00 Cr			
	Provident Fund	66,656.00 Cr			
	Salary Advance Nataraj B G	3,000.00 Cr			
	Salary Advance Dr. Ramakrishna K S	50,000.00 Cr			
	T.D.S.on Salary	48,000.00 Cr			
	Salary Payable	27,59,814.00 Cr			
	SALARY FOR THE MONTH OF NOV 2022				
31-12-2022	Dr (as per details)	Journal	270		6,500.00
	SALARY	31,20,570.00 Dr			
	Bus Hire Charges (Employee)	1,250.00 Cr			
	E.S.I.C	6,020.00 Cr			
	L I C	3,178.00 Cr			
	Professional Tax (Trust)	13,600.00 Cr			
	Provident Fund	69,881.00 Cr			
	Salary Advance Dr. Ramakrishna K S	50,000.00 Cr			
	Salary Advance Nataraj B G	3,000.00 Cr			
	T.D.S.on Salary	48,000.00 Cr			
	Salary Payable	29,19,141.00 Cr			
	SALARY FOR THE MONTH OF DEC 2022				

Carried Over

40,000.00

14,750.00

continued ...

Shridevi Institute of Engg & Technolgy

Salary Advance Manjunath A H Ledger Account : 1-Apr-2022 to 31-Mar-2023

Date	Particulars	Vch Type	Vch No.	Debit	Credit
	Brought Forward			40,000.00	14,750.00
31-1-2023	Dr (as per details)	Journal	294		6,500.00
	SALARY			40,63,012.00 Dr	
	Bus Hire Charges (Employee)			1,250.00 Cr	
	E.S.I.C			5,678.00 Cr	
	L I C			4,099.00 Cr	
	Professional Tax (Trust)			14,400.00 Cr	
	Provident Fund			71,964.00 Cr	
	Salary Advance Dr. Ramakrishna K S			50,000.00 Cr	
	Salary Advance Nataraj B G			3,000.00 Cr	
	Salary Advance Somashekar			5,000.00 Cr	
	T.D.S.on Salary			1,48,500.00 Cr	
	Salary Payable			37,52,621.00 Cr	
	SALARY FOR THE MONTH OF JANUARY 2023				
28-2-2023	Dr (as per details)	Journal	411		6,500.00
	SALARY			35,65,340.00 Dr	
	Bus Hire Charges (Employee)			2,000.00 Cr	
	E.S.I.C			5,881.00 Cr	
	L I C			4,099.00 Cr	
	Professional Tax (Trust)			14,600.00 Cr	
	Provident Fund			73,484.00 Cr	
	Salary Advance Dr. Ramakrishna K S			50,000.00 Cr	
	Salary Advance Somashekar			5,000.00 Cr	
	Salary Advance Shekkappa			5,000.00 Cr	
	Salary Advance Nataraj B G			3,000.00 Cr	
	T.D.S.on Salary			2,37,500.00 Cr	
	Salary Payable			31,58,276.00 Cr	
	SALARY FOR THE MONTH OF FEBRUARY 2023				
31-3-2023	Dr (as per details)	Journal	428		6,500.00
	SALARY			34,78,066.00 Dr	
	Bus Hire Charges (Employee)			2,000.00 Cr	
	E.S.I.C			5,789.00 Cr	
	L I C			4,099.00 Cr	
	Professional Tax (Trust)			14,400.00 Cr	
	Provident Fund			71,982.00 Cr	
	Salary Advance Dr. Ramakrishna K S			50,000.00 Cr	
	Salary Advance Somashekar			5,000.00 Cr	
	Salary Advance Shekkappa			2,500.00 Cr	
	Salary Advance Nataraj B G			3,000.00 Cr	
	T.D.S.on Salary			1,93,500.00 Cr	
	Salary Payable			31,19,296.00 Cr	
	SALARY FOR THE MONTH OF MARCH 2023				
				40,000.00	34,250.00
Dr	Closing Balance				5,750.00
				40,000.00	40,000.00