

**PT . INSPEKTINDO SINERGI PERSADA**  
**PETTY CASH - JAKARTA**  
**PERIOD SEPTEMBER 2021**



No.	Date	PIC	Description	Credit	
1	1-Sep-21	Tias	Expense Accomodation to CIB (submit doc agreement CIB Tubular)	Rp 541.000,00	Kwitansi tulis sendiri, struk toll, struk parkir
2	1-Sep-21	Agung / Tias	buy stationary for CIB Lifting	Rp 225.000,00	Nota tulis sendiri
3	1-Sep-21	Tias	Buy snack for CIB Tubular (Instruksi Mba Tammy)	Rp 296.800,00	Struk Alfa
4	1-Sep-21	Tias	buy meal (Project CIB Tubular & Lifting)	Rp 44.000,00	Kopi Kenangan Sopodel
5	1-Sep-21	Tias	Expense accomodation to JNE from Sopo to Depok (delivery document)	Rp 150.000,00	Kwitansi tulis sendiri
9	1-Sep-21	Tias	Buy paper Pocket A4 and F4	Rp 1.320.000,00	Nota tulis sendiri
10	1-Sep-21	Tias	Buy Garbage Plastic for Office (6 bag)	Rp 531.000,00	Nota tulis sendiri
11	1-Sep-21	Tias	buy stationary Sopo Del	Rp 1.061.000,00	Nota tulis sendiri
29	2-Sep-21	Tias	buy stationary for sopo del office	Rp 1.095.000,00	Nota tulis sendiri
30	2-Sep-21	Tias	buy hand sanitizer and disinfectan for Sopo del Office	Rp 432.000,00	Nota tulis sendiri
31	2-Sep-21	Tias	Buy office suply (air freshener)	Rp 534.600,00	Nota tulis sendiri
32	2-Sep-21	Tias	Expense accmomodation for Top up Pulse, buy stationary and medical suply f/ Sopo Del	Rp 150.000,00	Kwitansi tulis sendiri
33	3-Sep-21	Tias	Expense to delivery stationary and medical suply for Sopo Del office from Depok	Rp 150.000,00	Kwitansi tulis sendiri
34	3-Sep-21	Tias	Expense to JNE from Sopo + Depok	Rp 150.000,00	Kwitansi tulis sendiri
37	4-Sep-21	Tias	Buy Aqua botol f/ sopo del (25-08-21)	Rp 212.700,00	Nota tulis sendiri + Struk Debit BCA Alfamidi Depok
38	4-Sep-21	Tias	buy masker for Sopo del Office	Rp 127.100,00	Nota tulis sendiri + Struk Debit BCA Alfa Kav Polri
40	6-Sep-21	Tias	Expense accomodation from Sopo to CIB (PP)	Rp 539.500,00	Kwitansi tulis sendiri, struk toll, struk parkir
41	6-Sep-21	Tias	Lunch project CIB Lifting (antar chemical Nabakem)	Rp 61.000,00	Nota tulis sendiri
42	6-Sep-21	Tias	Expense to JNE from Sopo + Depok (delivery Document)	Rp 150.000,00	Kwitansi tulis sendiri
46	7-Sep-21	Tias	Expense accomodation for buy Stationary and top up Electricity Mess (Tubular & Lifting)	Rp 200.000,00	Kwitansi tulis sendiri
47	7-Sep-21	Tias	buy stationary Sopo Del	Rp 773.000,00	Nota tulis sendiri
53	7-Sep-21	Tias	buy stock stationary Sopo Del	Rp 1.645.000,00	Nota tulis sendiri
54	7-Sep-21	Tias	Buy Monthly kitchen Sopo Del	Rp 305.900,00	Nota tulis sendiri
55	7-Sep-21	Tias	Cleaning Office Rigspek Sopo Del (30 Agustus, 03, 07 September 2021)	Rp 240.000,00	Kwitansi tulis sendiri
59	8-Sep-21	Tias	Buy Concorde paper for stock card Sopo Del	Rp 210.000,00	Nota tulis sendiri
60	8-Sep-21	Tias	buy suply office f/ Sopo Del office	Rp 270.000,00	Nota tulis sendiri
61	8-Sep-21	Tias	buy disinfektan spray, alkohol 70%, hand sanitizer and masker	Rp 835.000,00	Nota tulis sendiri
62	8-Sep-21	Tias	Expense accomodation for buy office suply for sopo del	Rp 200.000,00	Kwitansi tulis sendiri
64	8-Sep-21	Agung	Monthly Kitchen CIB Lifting	Rp 300.000,00	Struk transfer BCA
66	8-Sep-21	Tias	Expense accomodation from Sopo to JNE + Depok	Rp 200.000,00	Kwitansi tulis sendiri
67	9-Sep-21	Tias	Expense accomodation from Depok to Tri Artha Manunggal (Serpong) to Sopo Del	Rp 500.000,00	Kwitansi tulis sendiri
70	10-Sep-21	Tias	Paid CS to clean Sopo Del Office	Rp 80.000,00	Kwitansi tulis sendiri
71	10-Sep-21	Tias	Buy Office suply Sopo Del	Rp 495.300,00	Nota tulis sendiri
72	10-Sep-21	Tias	Buy stationary stock Sopo Del	Rp 1.297.500,00	Nota tulis sendiri
73	10-Sep-21	Tias	Expense to buy stationary stock Sopo Del	Rp 150.000,00	Kwitansi tulis sendiri
74	10-Sep-21	Tias	Buy Aqua botol f/ sopo del	Rp 356.000,00	Nota tulis sendiri
75	10-Sep-21	Tias	buy office suply for Sopo Del	Rp 225.000,00	Nota tulis sendiri
77	13-Sep-21	Tias	Buy paper Pocket A4 and F4	Rp 1.190.000,00	Nota tulis sendiri
78	13-Sep-21	Tias	Claim expense accomodation buy stationary	Rp 200.000,00	Kwitansi tulis sendiri
79	13-Sep-21	Danniel	Claim expense accomodation from Cikarang to Depok (Project SBI Narogong)	Rp 350.000,00	Kwitansi tulis sendiri
81	13-Sep-21	Tias	Buy Monthly kitchen Sopo Del	Rp 126.000,00	Nota tulis sendiri
83	14-Sep-21	Danniel	Expense to CIB f/ prepare project SBI Narogong (15-09-21)	Rp 350.000,00	Kwitansi tulis sendiri
90	20-Sep-21	Pak Jannes	Buy Bunga Papan for relasi	Rp 500.000,00	Struk BCA - Indonusa Sekartama
91	20-Sep-21	Agung	Claim Expense project CIB Lifting	Rp 253.000,00	Printout Booking Gocar
92	20-Sep-21	Lutfi	Claim monthly kitchen project CIB Tubular (01/09/21)	Rp 305.500,00	Foto Nota

**TOTAL 19.327,900**