

Global Direct CPG Ltd

Overseas Travel Expenses Reimbursement Form

Date : 17-Sep-24
Place: _____

Fill in dates and places at the head of each column, and the amount spent below. ATTACH ALL RECEIPTS

Date >	Aug. 16 - Sep. 15						
EXPENSE Place >							
Airfare							
Airport tax							
Trainfare							
Car rental (Taxi)							
Parking							
Tolls							
Gasoline							
Breakfast							
Lunch							
Dinner							
Drink							
Hotel							
Subway (MTR)							
Bus	(for Aug. 16 - Sep. 15 Telephone)						
Telephone	RMB100.0						
Sub-total :	RMB100.0						

Page 1 ~ Sub Total : RMB100.0			Total expense (HK\$) :	\$111.00
			Less advance (HK\$) :	
			Due to company (HK\$) :	
			Due to staff (HK\$) :	

Exchange Rate : HKD 1 = RMB0.9000
RMB 100 / 0.90 = HKD111.00

Signed : Shirley Date : 17-Sep-24

Approved by: Management Date : _____

Global Direct CPG Ltd

Travel Expenses Invoice

DATE: AUG 16-SEP 15, 2024

BB NO.:

PLACE:

PURPOSE:

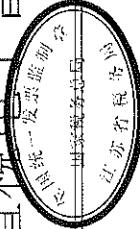
TOTAL EXPENSE(RMB): PHONE RMB100.00

FACTORY:



机器编号: 499098856354

江苏增值税电子普通发票



发票代码: 032002300311
发票号码: 42010081
开票日期: 2024年09月15日
校验码: 01581 25352 56954 88739

名称: 刘梅艳		密码		03//1*878+4-9468980947/433*+ <327542-69//1*878+4-9468954* 98//1*878+4-946898>3*<<>1<*8 /<4029*71201<<-81919+>-/7078			
纳税人识别号:		码					
地址、电话:		区					
开户行及账号:							
货物或应税劳务、服务名称 *电信服务*电信服务费		单位	数量	单价	金额	税率	税额
			1	188.00	188.00	*	*
合 计					¥ 188.00		*
价税合计 (大写):		壹佰捌拾捌元整				(小写) ¥ 188.00	
名称: 中国电信股份有限公司泰州分公司		备 注		账期: 2024.08.01-2024.08.31, 账户号: 231002040344, 开票号码: 18052628295			
纳税人识别号: 91321200750513120J							
地址、电话: 泰州市凤凰东路88号 0523-86888709							
开户行及账号: 中国工商银行股份有限公司泰州工行营业部 1115020309000051616							
销 售 方							

Telephone charge: RMB100
(from 16-Aug-2024 to 15-Sep-2024)

only claim RMB100. ✓