

# Recurring Expense Bill

**Bill No:** REB-2024-0001

**Date:** 2024-06-10

**Frequency:** Monthly

**Supplier:** Sigma Utilities Pvt. Ltd.

**Supplier GSTIN:** 27ABCDE1234F1Z2

**Contact:** +91-99999 88888

**Billed To:**

Delta Tech Solutions

67 Avenue Road

Bangalore, IN 560001

GSTIN: 29BCDEA4567QZ1

**Bill Period:**

01-Jun-2024 to 30-Jun-2024

## EXPENSE DETAILS

Description	Account Code	Units	Amount (INR)
Office Internet Subscription	EXP-5201	1	2,000.00
Cloud Storage Fee	EXP-5207	1	500.00
<b>Subtotal</b>			2,500.00
<b>GST @ 18%</b>			450.00
<b>Total</b>			2,950.00

**Payment Terms:** 15 Days

**Payment Mode:** Bank Transfer

Authorized Signatory

## IMPORTANT NOTES

- Recurring expense bills help automate expense tracking and ledger entries.
- Ensure account codes match your accounting/ERP system for proper mapping.
- Verify recurring period and frequency before approval and posting.
- All taxes and amounts should be rechecked each cycle.
- For any changes in contract or supplier details, update the automation workflow.