

PURCHASE JOURNAL										PJ 4		
Account Credit						Account Debit						
Invoice Date	Name of Supplier	Inv No	Terms	F	Accounts Payable	Purchases Paint & Supplies	Purchases Wallpaper	GST-ITC		Other Accounts		
										Account	F.	Amount
20--												
May 2	Major Office Supplies	203	n/30	251	406.80			18.00		Office Suppl Exp	541	259.20
										Whse Suppl Exp	546	129.60
4	Reynolds Paper	153	n/30	254	6,510.00		6,200.00	310.00				
6	Mitchell Advertising	255	n/10	252	4,859.00			215.00		Advertising Exp	531	4,644.00
8	Rainbow Supplies	91	1/10,n/30	253	11,025.00	10,500.00		525.00				
10	Rainbow Supplies	cn		253	(157.50)	(150.00)		(7.50)				
					22,643.30	10,350.00	6,200.00	1,060.50				5,032.80
					(201)	(504)	(505)	(207)				

SALES JOURNAL										SJ 4	
Date	Name of Customer	Inv No	Terms	F	Accounts Rec. Dr.	Sales Paint & Supplies Cr.	Sales Wallpaper Cr.	GST Pay. Cr.	PST Pay. Cr.		
20--											
May 5	Edna Morton	9	2/10,n/30	154	700.60	620.00		31.00		49.60	
9	Edna Morton	9cn		154	(33.90)	(30.00)		(1.50)		(2.40)	
14	S. Miller	10	2/10,n/30	153	3,503.00	2,300.00	800.00	155.00		248.00	
					4,169.70	2,890.00	800.00	184.50		295.20	
					(105)	(401)	(402)	(206)		(208)	

CASH RECEIPTS JOURNAL											CRJ 4
Date	Account Cr.	Memo	F.	Accounts Rec. Cr.	Sales Disc. Dr.	Sales Paint & Supplies Cr.	Sales Wallpaper Cr.	GST Payable Cr.	PST Payable Cr.	General Ledger Cr.	Bank Dr.
20--											
May 1	Capital, Martin	investment	301							10,000.00	10,000.00
	Capital, Corbett	investment	303							10,000.00	10,000.00
1	Mortgage Payable	for new land, building	220							150,000.00	150,000.00
1	Rental Revenue	Clear-Vu Windows	412					75.00		1,500.00	1,575.00
1	Jay-Mar Co.	on invoice 8 -2%	152	508.50	9.00						499.50
15	Edna Morton	on invoice 9 -2%	154	666.70	11.80						654.90
16	(Cash sales)		--			6,800.00	4,400.00	560.00	896.00		12,656.00
23	S. Miller	on invoice 10 -2%	153	3,503.00	62.00						3,441.00
31	(Cash sales)		--			8,600.00	2,000.00	530.00	848.00		11,978.00
				4,678.20	82.80	15,400.00	6,400.00	1,165.00	1,744.00	171,500.00	200,804.40
				(105)	(406)	(401)	(402)	(206)	(208)		(101)

CASH PAYMENTS JOURNAL											CPJ 4
Date	Account Dr.	Memo	F.	Accts. Pay. Dr.	Purch. Disc. Cr.		GST-ITC Dr.	General Ledger Dr.	Bank Cr.	Chq. No.	
20--											
May 1	Land		120					40,000.00			
	Building		121					160,000.00	200,000.00	44	
1	Petty Cash Fund	to establish	103					50.00	50.00	45	
4	Rainbow Supplies	on invoice 66	253	3,780.00					3,780.00	46	
4	Telephone Expense		544				9.10	196.56	205.66	47	
	Utilities Expense	electricity	545				6.65	143.64	150.29	48	
	Utilities Expense	gas/heating	545				7.30	157.68	164.98	49	
9	Freight In		508				8.50	183.60	192.10	50	
10	Bank Charges Expense	for April	533					12.00	12.00	--	
12	Major Office Supplies	on invoice 167	251	548.05					548.05	51	
15	Coleman Industries	on invoice 430	250	4,830.00					4,830.00	52	
16	Mitchell Advertising	on invoice 255	252	4,859.00					4,859.00	53	
18	Rainbow Supplies	on invoice 91	253	10,867.50	103.50				10,764.00	54	
22	PST Payable	for April	208					1,521.60			
	PST Commission Revenue		410					(76.08)	1,445.52	55	
24	Office Supplies Expense		541				1.59	4.86			
	Postage Expense	reimburse petty cash	542					19.00			
	Miscellaneous Expense		540					21.09			
	Cash Over or Short		534					(0.39)	46.93	56	
31	Delivery Expense		535				9.00	194.40	203.40	57	
				24,884.55	103.50		42.14	202,427.96	227,251.93		
				(201)	(507)		(207)		(101)		

PETTY CASH SHEET											Page # 1	
Amount in Petty Cash Fund <u>50.00</u>				DISTRIBUTION OF PAYMENTS								
Date	Explanation	Vo. #	Amount Paid Out	GST-ITC	Office Supplies	Postage	Whse Supplies	Misc. Expense	Other Accounts	Amount		
20--												
May 6	postage	1	6.30	0.30		6.00						
	pens, pencils	2	5.09	0.23	4.86							
10	courier	3	9.04	0.40				8.64				
	postage	4	5.78	0.28		5.50						
18	coffee, cream, sugar	5	12.45					12.45				
24	postage	6	7.88	0.38		7.50						
24	cash short	7	0.39						Cash Over/Short	0.39		
	Total paid out		46.93	1.59	4.86	19.00		21.09		0.39		
	Cash on hand		3.07									
			50.00									
	Reimbursement for		46.93		Cheque # 56							

Bank Reconciliation	
for April, 20--	
Bank Statement Balance, Apr 30, 20--	\$ 47,567.78
add Outstanding Deposit	11,526.00
	59,093.78
less Outstanding Cheque #43	152.55
Adjusted Balance	\$ 58,941.23
Bank Balance in GL, April 30, 20--	\$ 58,953.23
less Bank Charges	12.00
Adjusted Balance	\$ 58,941.23

Trial Balance

KBC Decorating Company		
Trial Balance		
May 31, 20--		
101	Bank	32,505.70
103	Petty Cash Fund	50.00
105	Accounts Receivable Control	-
108	Insurance Prepaid	907.20
120	Land	40,000.00
121	Building	160,000.00
123	Furniture & Equipment	8,584.28
125	Vehicles	15,000.00
127	Tools & Equipment	1,697.76
201	Accounts Payable Control	6,916.80
206	GST Payable	2,300.50
207	GST-ITC	1,712.14
208	PST Payable	2,039.20
220	Mortgage Payable	150,000.00
301	Capital, Henri Martin	40,000.00
303	Capital, Wes Corbett	40,000.00
401	Sales Paint & Supplies	68,565.00
402	Sales Wallpaper	28,075.00
406	Sales Discounts	132.20
410	PST Commission Revenue	284.60
412	Rental Revenue	1,500.00
504	Purchases Paint & Supplies	41,050.00
505	Purchases Wallpaper	16,800.00
507	Purchase Discounts	135.50
508	Freight In	424.44
531	Advertising Expense	5,319.00
533	Bank Charges Expense	12.00
534	Cash Over/Short	0.39
535	Delivery Expense	635.04
537	Donation Expense	500.00
540	Miscellaneous Expense	21.09
541	Office Supplies Expense	793.26
542	Postage Expense	19.00
543	Rent Expense	10,000.00
544	Telephone Expense	939.06
545	Utilities Expense	2,357.64
546	Warehouse Supplies Expense	356.40
		<u>339,816.60</u>
		<u>339,816.60</u>

Schedule of Accounts Receivable		
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Schedule of Accounts Payable		
251	Major Office Supplies	406.80
254	Reynolds Paper Co.	6,510.00
		<u>6,916.80</u>