

Chapter 7- Special Purpose Books 1 Cash Book

Q1. Enter the following transactions of Mr. Ripinder, Delhi in a Single Column Cash Book and balance it:

2019		₹
Jan 1	Ripinder started business with capital	2,00,000
Jan 2	Purchased furniture for cash	50,000
Jan 3	Purchased goods for cash	30,000
Jan 5	Paid freight	500
Jan 7	Sold goods for cash	28,000
Jan 10	Paid to Ramesh	20,000
Jan 15	Sold goods for cash	10,000
Jan 20	Paid wages	10,000
Jan 25	Purchased goods from Raj on credit	20,000
Jan 31	Paid rent by Cheque	5,000

The solution can be represented as follows

Cash Book

Dr.				Cr.			
Date	Particulars	L.F.	Cash (₹)	Date	Particulars	L.F.	Cash (₹)
2019				2019			
Jan-01	Capital A/c		2,00,000	Jan-02	Furniture A/c		50,000
Jan-07	Sales A/c		28,000	Jan-03	Purchases A/c		30,000
Jan-15	Sales A/c		10,000	Jan-05	Freight A/c		500
				Jan-10	Ramesh A/c		20,000
				Jan-20	Wages A/c		10,000
				Jan-31	Balance c/d		1,27,500
			2,38,000				2,38,000

Q.2 Prepare Simple Cash Book from the following transactions of Mr. Suresh, Delhi:

2019		₹	2019		₹
April 1	Mr. Suresh commenced business with cash	80,000	April 17	Paid for stationery	200
April 3	He bought goods	50,000	April 18	Paid for office furniture	3,000
April 5	Sold goods for Cash	40,000	April 21	Received from Mr. Kailash Chand	6,800
April 6	Received cash from Mr. Manohar	3,600	April 22	Paid for advertising	1,008
April 9	Paid into Bank	30,000	April 25	Purchased postage stamps	80
April 13	Paid cash Harikrishan	2,150	April 28	Paid Rent	1,120
			April 30	Paid electricity charges	150

The solution can be represented as follows

Books of Mr. Ram Gopal of Delhi
Cash Book

Dr.				Cr.			
Date	Particulars	L.F.	Amount (₹)	Date	Particulars	L.F.	Amount (₹)
2019				2019			
Apr-01	Capital		80,000	Apr-03	Purchases		50,000
Apr-05	Sales		40,000	Apr-09	Bank		30,000
Apr-06	Mr. Manohar Lal		3,600	Apr-13	Hari Krishan		2,150
Apr-21	Mr. Kailash Chand		6,800	Apr-17	Stationery		200
				Apr-18	Office Furniture		3,000
				Apr-22	Advertising		1,008
				Apr-25	Postage Stamps		80
				Apr-28	Rent		1,120
				Apr-30	Electricity Charges		150
				Apr-30	Balance c/d		42,692
			1,30,400				1,30,400

Q.3 Prepare Simple Cash book of Sri Gopal of Amritsar from the following transactions:

2019		₹
April 1	Sri Gopal commenced business introducing cash ₹ 60,000 and ₹ 1,50,000 by taking a loan from the Allahabad Bank.	
April 4	Purchased following assets for business: Computer ₹ 16,000; Furniture ₹ 18,500 and Machinery ₹ 32,000 plus CGST and SGST @ 6% each, paid by cheque	
April 6	Purchased goods of ₹ 40,000 plus CGST and SGST @ 6% each from Bhushan, Amritsar, half of the value paid in cash.	
April 8	Paid wages for installation of Machinery	4,000
April 12	Computer repair charges ₹ 1,900 paid along with CGST and SGST @ 6% each	
April 15	Paid wages	15,000
	Purchased Postage Stamps	150
	Paid for stationery of ₹ 2,700 along with CGST and SGST @ 6% each	
April 19	Sold for cash half the goods purchased from Bhushan to Anil Krishna at a profit of 25% and allowed him Trade Discount of 5%. Charged CGST and SGST @ 6% each	
April 24	Payment to carpenter for repairs to private property	350
April 26	Paid for medical expenses of Smt. Gopal	1,800
April 30	Paid for shop rent ₹ 2,000 along with CGST and SGST @ 6% each.	

The solution can be represented as follows

Q.4 Prepare Simple Cash Book from the following transactions of Simran, Delhi:

2019		₹	2019		₹
March 1	Ms. Simran commenced business with cash	65,000	March 17	Paid for miscellaneous expenses	450
March 3	Bought goods for cash, CGST and SGST paid @ 6% cash	6,850	March 19	Received cash from Mr. Trilok Chand	4,850
March 4	Paid cash to Mr. Mohan	950	March 22	Purchased goods, CGST and SGST paid @ 6% each	2,500
March 6	Deposited in Bank	40,000	March 22	Paid salary	4,000
March 6	Paid for office furniture in cash, CGST and SGST paid @ 6% each	4,650	March 25	Paid rent, CGST and SGST paid @ 6% each	900
March 9	Sold goods for cash charged CGST and SGST @ 6% each	30,000	March 28	Paid electricity bill	350
March 12	Paid wages in cash	1,200	March 29	Paid for advertising, CGST and SGST paid @ 6% each	400
March 13	Paid for Stationery, CGST and SGST paid @ 6% each	400	March 31	Paid into bank	25,000
March 15	Sold goods for cash, charged CGST and SGST @ 6% each	25,000			

The solution can be represented as follows

Books of Ganesh Lal
Cash Book

Dr.

Cr.

Date	Particulars	L.F.	Amount (₹)	Date	Particulars	L.F.	Amount (₹)
2019				2019			
Mar.01	Capital		65,000	Mar.03	Purchases		6,850
Mar.09	Sales		30,000	Mar.03	Input CGST		411
Mar.09	Output CGST		1,800	Mar.03	Input SGST		411
Mar.09	Output CGST		1,800	Mar.04	Mr. Mohan		950
Mar.15	Sales		25,000	Mar.06	Bank		40,000
Mar.15	Output CGST		1,500	Mar.06	Office Furniture		4,650
Mar.15	Output CGST		1,500	Mar.06	Input CGST		279
Mar.19	Mr. Trilok Chand		4,850	Mar.06	Input SGST		279
				Mar.12	Wages		1,200
				Mar.13	Stationery		400
				Mar.13	Input CGST		24
				Mar.13	Input SGST		24
				Mar.17	Miscellaneous Expenses		450
				Mar.22	Purchases		2,500
				Mar.22	Input CGST		150
				Mar.22	Input SGST		150
				Mar.22	Salary		4,000
				Mar.25	Rent		900
				Mar.25	Input CGST		54
				Mar.25	Input SGST		54
				Mar.28	Electricity Bill		350
				Mar.29	Advertising		400
				Mar.29	Input CGST		24
				Mar.29	Input SGST		24
				Mar.31	Bank		25,000
				Mar.31	Balance c/d		41,916
			1,31,450				1,31,450

Q.5 From the following prepare Single Column Cash Book of Suresh, Chennai and post them into ledger accounts:

2019		₹
April 1	Cash in Hand	6,400
April 3	Received Cash from Anupama	1,00,000
April 4	Paid into Bank	80,000
April 5	Received from Bhumika as commission ₹ 6,000 plus CGST and SGST @ 6% each	
April 6	Paid Wages	30,000
April 7	Withdrawn from Bank for expenses	30,000
April 8	Purchased goods from Ashok on credit of ₹ 10,000 plus CGST and SGST @ 6% each	
April 9	Cash sales of ₹ 10,000 charged CGST and SGST @ 6% each	
April 11	Drew Cash for domestic purposes	10,000
April 12	Purchased furniture for ₹ 4,000 plus CGST and SGST @ 6% each	
April 13	Paid to Ruma	1,200
April 14	Paid to Ganguly Brothers for office fan ₹ 1,500 plus CGST and SGST @ 6% each	
April 15	Paid own life insurance premium from office cash	800
April 16	Purchased stationery ₹ 1,000 plus CGST and SGST @ 6% each	
April 17	Paid office expenses	500
April 18	Remitted to Raman	900
April 19	Paid electricity charges	100
April 20	Received interest from Gupta &Co.	500
April 30	Deposited all cash into bank in excess of	2,000

The solution can be represented as follows

Cash Book

Dr.

Cr.

Date	Particulars	L.F.	Cash (₹)	Date	Particulars	L.F.	Cash (₹)
2019				2019			
Apr-01	Balance b/d		6,400	Apr-04	Bank A/c		80,000
Apr-03	Anupama A/c		1,00,000	Apr-06	Wages A/c		30,000
Apr-05	Commission A/c		6,000	Apr-11	Drawings A/c		10,000
Apr-05	Output CGST A/c		360	Apr-12	Furniture A/c		4,000
Apr-05	Output SGST A/c		360	Apr-12	Input CGST A/c		240
Apr-07	Bank A/c		30,000	Apr-12	Input SGST A/c		240
Apr-09	Sales A/c		10,000	Apr-13	Rama A/c		1,200
Apr-09	Output CGST A/c		600	Apr-14	Office Fan A/c		1,500
Apr-09	Output SGST A/c		600	Apr-14	Input CGST A/c		90
Apr-20	Interest A/c		500	Apr-14	Input SGST A/c		90
				Apr-15	Drawings A/c		800
				Apr-16	Stationery A/c		1,000
				Apr-16	Input CGST A/c		60
				Apr-16	Input SGST A/c		60
				Apr-17	Office Expenses A/c		500
				Apr-18	Raman A/c		900
				Apr-19	Electricity Charges A/c		100
				Apr-30	Bank A/c		22,040
				Apr-30	Balance c/d		2,000
			1,54,820				1,54,820

Q.6 Record the following transactions in Double Columns Cash Book and balance the book on 31st March, 2019:

2019		₹
March 1	Cash in Hand	12,750
	Cash at Bank	72,400
March 4	Received from Asha cash ₹ 1,200 and a cheque for ₹ 3,200, allowed discount ₹ 400	
March 7	Paid salary to staff by cheque	25,600
March 9	Withdrawn cash from bank for office use	21,900
March 12	Interest paid by bank for office use	1,200
March 16	Purchased furniture in cash	16,500
March 21	Paid Mohan & Co. by cheque, discount received ₹100	10,900
March 24	Proprietor withdrew from office cash for his personal use	11,600
March 29	Sold goods to Manoj for cash	14,800
March 31	Deposited office cash into bank	21,200

The solution can be represented as follows

Cash Book

Dr.					Cr.				
Date	Particulars	L.F.	Cash (₹)	Bank (₹)	Date	Particulars	L.F.	Cash (₹)	Bank (₹)
2019					2019				
Mar-01	Balance b/d		12,750	72,400	Mar-07	Salary A/c			25,600
Mar-04	Asha A/c		1,200	3,200	Mar-09	Cash A/c	C		21,900
Mar-09	Bank A/c	C	21,900		Mar-16	Furniture A/c		16,500	
Mar-12	Bank Interest			1,200	Mar-21	Mohan & Co.			10,900
Mar-29	Sales A/c		14,800		Mar-24	Drawings A/c		11,600	
Mar-31	Cash A/c	C		21,200	Mar-31	Bank A/c	C	21,200	
						Balance c/d		1,350	39,600
			50,650	98,000				50,650	98,000

Q.7 Enter the following transactions in the Double Column Cash Book of M/s. Gupta Store:

2019		₹
June 1	Cash in Hand ₹ 800, Bank overdraft ₹ 5,700	
June 7	Received a cheque from Bharati, discount allowed ₹ 150	3,250
June 9	Deposited the above cheque into Bank	
June 15	Cheque received from Panna Lal	1,200
June 20	Bharati's cheque returned dishonoured	
June 28	Panna Lal's cheque was endorsed to Kamal	
June 30	Income tax paid by cheque	150

The solution can be represented as follows

Cash Book

Dr.

Cr.

Date	Particulars	L.F.	Cash (₹)	Bank (₹)	Date	Particulars	L.F.	Cash (₹)	Bank (₹)
2019 Jun. 01	Balance b/d		800		2019 Jun.01	Balance b/d (Overdraft)			5,700
Jun. 09	Cheques in hand			3,250	Jun.20	Cheques in hand			3,250
Jun. 31	Balance c/d (Overdraft)			5,850	Jun.30	Drawings A/c			150
					Jun.30	Balance c/d		800	
			800	9,100				1,050	9,100

Journal

Date	Particulars	L.F.	Debit Amount (₹)	Credit Amount (₹)
Jun.07	Cheque-in-hand A/c To Bharti (Cheque received from Bharti but not deposited the same day)	Dr.	3,250	3,250
Jun.15	Cheques-in-hand A/c To Panna Lal (Received cheque from Panna Lal)	Dr.	1,200	1,200
Jun.28	Kamal To Cheques-in-hand A/c (Cheque received from Panna Lal endorsed in favour of Kamal)	Dr.	1,200	1,200

Q.8 Prepare Two-column Cash Book of Bimal, Lucknow from the following transactions:

2019		₹	2019		₹
June 1	Cash Balance	10000	June 01	Drawn from Bank	10000
June 1	Bank Balance	17000	June 02	Paid office salaries in cash	10000
June 03	Cash received from sale of shares	10000	June 03	Sold goods in cash for ₹ 10000 plus CST and SST @ 10% each and paid the same	
June 04	Cheque received as advance against sale paid into bank	10000	June 04	Paid rent in cheque including CST and SST @ 10% each	11000
June 7	Paid to Bose in cheque Discount received	10000 1000	June 05	Paid into bank	70000
June 08	Paid taxes in cash	10000			
June 09	Received a cheque from Mukherji and sent to bank	10000			

The solution can be represented as follows

Cash Book

Dr.					Cr.				
Date	Particulars	L.F.	Cash (₹)	Bank (₹)	Date	Particulars	L.F.	Cash (₹)	Bank (₹)
2019					2019				
Jun-01	Balance b/d		5,000	17,500					
Jun-05	Investment		5,000		Jun-07	S. Bose			12,500
Jun-06	Advances A/c			50,000	Jun-09	Wages A/c		3,000	
Jun-20	A Mukherji			6,000	Jun-21	Cash A/c	C		5,000
Jun-21	Bank A/c	C	5,000		Jun-29	Office Salaries A/c		4,000	
Jun-30	Sales A/c			8,000	Jun-30	Rent A/c			1,000
Jun-30	Output CGST A/c			480	Jun-30	Input CGST A/c			60
Jun-30	Output SGST A/c			480	Jun-30	Input SGST A/c			60
Jun-30	Cash A/c	C		7,500	Jun-30	Bank A/c	C	7,500	
					Jun-30	Balance c/d		500	71,340
			15,000	89,960				6,500	89,960

Q.9 Prepare Two-column Cash Book from the following transactions of Mani, Kochi;

2019	
March 1	Cash in Hand ₹ 15,000; Cash at Bank ₹ 5,000
March 3	Purchased goods for cash ₹ 6,720 including CGST and SGST @ 6% p.a; received discount of ₹ 220
March 5	Deposited into bank ₹ 5,000
March 7	Cash sales ₹ 10,000 plus CGST and SGST @ 6% each
March 10	Cash withdrawn from Bank for Office use ₹ 2,000
March 15	Received three months postdated cheque of ₹ 20,000 from Raj and deposited in the bank on the same day, discounted from bank paying discounting charges ₹ 750
March 18	Received cheque from Deepak for ₹ 5,000 (not banked), allowed discount ₹ 200
March 20	Cheque received from Deepak deposited in Bank
March 22	Paid to Chandra by cheque ₹ 2,500; received discount ₹ 100
March 25	Withdrew from bank for personal use ₹ 1,000
March 28	Sold goods on credit to Ashok Mitra, Kolkata ₹ 10,000, charged IGST @ 12%
March 30	Purchased goods on credit from Chander, Delhi ₹ 20,000, paid IGST @ 12%
March 31	Received cheque from Ashok Mitra ₹ 5,000 and deposited in bank, allowed cash discount ₹ 200

Journal

Date	Particulars	L.F.	Debit Amount ₹	Credit Amount ₹
Mar. 18	Cheques-in-hand A/c	Dr.	5,000	
	To Deepak			5,000
	(Cheque received from Deepak but not deposited the same day)			
	Ashok Mitra	Dr.	11,200	
Mar. 30	To Sales A/c			10,000
	To Output IGST A/c			1,200
	(Sold goods @ 12% IGST on credit)			
	Purchases A/c	Dr.	20,000	
Mar. 30	Input IGST A/c	Dr.	2,400	
	To Chander			22,400
	(Goods purchased @ 12% IGST on credit)			

Q.10 Prepare Two-column Cash Book of Vinod, Delhi from the following transactions:

2019		₹
Oct. 1	Cash in Hand	25,000
Oct. 1	Cash at Bank	75,000
Oct. 7	Bought goods for ₹ 15,000 plus IGST @ 12% against cheque	
Oct. 8	Bought goods for ₹ 5,000 plus CGST and SGST @ 6% each	
Oct. 10	Honoured our own acceptance by cheque	5,000
Oct. 14	Paid petty expenses	150
Oct. 18	Ramesh who owed ₹ 5,000 became bankrupt and paid us 50 paise in a rupee	
Oct. 20	Received cash from Manohar	7,500
	Allowed discount	250
Oct. 23	Withdrew from bank	4,000
Oct. 24	Paid to Ghanshyamdas & Co.	3,000
	Received discount	100
Oct. 25	Withdrew from bank for personal expenses	3,000
Oct. 27	Sold goods for ₹ 11,000 plus CGST and SGST @ 6% against cash	
Oct. 28	Received cheque for goods sold for ₹ 9,000 plus CGST and SGST @ 6% each	
Oct. 29	Received repayment of a loan of ₹ 5,000 and deposited ₹ 3,000 out of it	

The solution can be represented as follows

Cash Book

Dr.					Cr.				
Date	Particulars	L.F.	Cash (₹)	Bank (₹)	Date	Particulars	L.F.	Cash (₹)	Bank (₹)
2019					2019				
Oct-01	Balance b/d		25,000	75,000	Oct-01	Purchases A/c			15,000
Oct-18	Ramesh A/c		2,500		Oct-01	Input IGST A/c			1,800
Oct-20	Manohar A/c		7,500		Oct-08	Purchases A/c		5,000	
Oct-23	Bank A/c	C	4,000		Oct-08	Input CGST A/c		300	
Oct-27	Sales A/c		11,000		Oct-08	Input SGST A/c		300	
Oct-27	Output CGST A/c		660		Oct-10	Bills Payable A/c			5,000
Oct-27	Output SGST A/c		660		Oct-14	Petty Expenses A/c		150	
Oct-28	Sales A/c			9,000	Oct-23	Cash A/c			4,000
Oct-28	Output CGST A/c			540	Oct-24	Ghanshyamdas & Co. A/c		3,000	
Oct-28	Output SGST A/c			540	Oct-25	Drawings A/c			3,000
Oct-29	Loan A/c		2,000	3,000	Oct-31	Balance c/d		44,570	59,280
			53,320	88,080				53,320	88,080

Q.11 Enter the following transactions in the Cash Book of Chandrika of Chandigarh:

2019	₹
Jan 1 Chandrika commences business with cash	1,00,000
Jan 3 She opened a Bank Current Account with her Savings Account cheque	19,00,000
Jan 4 She receives cheque from Kirti & Co. on account	60,000
Jan 7 She pays into Bank Kirti & Co.'s cheque--	60,000
Jan 10 She advanced Ratan & Co. by cheque	35,000
Jan 12 Tripathi & Co. pays into her Bank A/c	47,500
Jan 15 She receives cheque from Warsi and allows him discount ₹ 3,500	45,000
Jan 20 She receives cash ₹ 7,500 and cheque ₹ 10,000 from Kalyan against credit balance	
Jan 25 She pays int Bank, including cheques received on 15th and 20th January	1,00,000
Jan 27 She pays by cheque for purchases of ₹ 27,500 plus CGST and SGST @ 6% each	
Jan 28 Cheque received from Warsi was dishonoured	
Jan 30 She pays sundry expenses in cash	50
Jan 30 She pays John & Co. in cash and is allowed discount ₹ 3,500	37,500
Jan 31 She pays office rent ₹ 20,000 plus CGST and SGST @ 6% each by cheque	
Jan 31 She draws a cheque for office use	40,000
Jan 31 She pays staff salaries by cheque	30,000
Jan 31 She pays cash for stationery ₹ 2,500 plus CGST and SGST @ 6% each	
Jan 31 She purchases goods for cash ₹ 12,500 plus CGST and SGST @ 6% each	
Jan 31 She pays Jagpal by cheque for commission ₹ 30,000 plus CGST and SGST @ 6% each	
Jan 31 She receives cheque for commission of ₹50,000 plus CGST and SGST @ 6% each from Raghubir & Co. and pays the same into bank	
Jan 31 Cash sales ₹ 45,000 plus CGST and SGST @ 6% each	

The solution can be represented as follows

Cash Book

Dr.

Cr.

Date	Particulars	L.F.	Cash (₹)	Bank (₹)	Date	Particulars	L.F.	Cash (₹)	Bank (₹)
2019					2019				
Jan-01	Capital A/c		1,00,000		Jan-10	Loan A/c			35,000
Jan-03	Capital A/c			19,00,000	Jan-25	Bank A/c	C	45,000	
Jan-07	Cheques in Hand A/c			60,000	Jan-27	Purchases A/c			27,500
Jan-12	Tripathi & Co.			47,500	Jan-27	Input CGST A/c			1,650
Jan-20	Kalyan A/c		7,500		Jan-27	Input SGST A/c			1,650
Jan-25	Cheques in Hand A/c			55,000	Jan-28	Warsi A/c			45,000
Jan-25	Cash A/c	C		45,000	Jan-30	Sundry Expenses A/c		50	
Jan-31	Bank A/c	C	40,000		Jan-30	John & Co A/c		37,500	
Jan-31	Commission A/c			50,000	Jan-31	Office Rent A/c			20,000
Jan-31	Output CGST A/c			3,000	Jan-31	Input CGST A/c			1,200
Jan-31	Output SGST A/c			3,000	Jan-31	Input SGST A/c			1,200
Jan-31	Sales A/c		45,000		Jan-31	Cash A/c			40,000
Jan-31	Output CGST A/c		2,700		Jan-31	Salaries A/c			30,000
Jan-31	Output SGST A/c		2,700		Jan-31	Stationery A/c		2,500	
					Jan-31	Input CGST A/c		150	
					Jan-31	Input SGST A/c		150	
					Jan-31	Purchases A/c		12,500	
					Jan-31	Input CGST A/c		750	
					Jan-31	Input SGST A/c		750	
					Jan-31	Commission A/c			30,000
					Jan-31	Input CGST A/c			1,800
					Jan-31	Input SGST A/c			1,800
						Balance c/d		98,550	19,26,700
			1,97,900	21,63,500				1,97,900	21,63,500

Q.12 Enter the following transactions in Two-column Cash Book of Reema, Chandigarh and find out cash and bank balances:

2019		₹
April 1	Cash balance ₹ 2,000, bank balance ₹ 24,500	
April 2	Cash sales ₹ 60,000 plus CGST and SGST @ 6% each	
April 5	Deposited in Bank	50,000
April 7	Issued cheque to Sohan	10,000
April 9	Sold goods for cash ₹ 10,000 plus CGST and SGST @ 6% each	
April 12	Received a cheque from National Insurance Co. Ltd. against claim lodged last year	19,800
April 14	Sold goods to Niraj of ₹ 25,000 plus CGST and SGST @ 6% each, received cash ₹10,000 and balance by cheque. Allowed him discount ₹500	
April 16	Purchased furniture for ₹10,000 plus CGST and SGST @ 6% each, paid for furniture by cheque	
April 18	Sold old furniture for ₹ 10,000 plus CGST and SGST @ 6% each and received cash	
April 20	Paid into bank cheque of Niraj and cash	2,500
April 22	Paid to Suman by cheque	2,500
April 26	Suman's cheque returned on technical ground and paid cash for equal amount	
April 28	Bank charged its commission of ₹ 300 plus CGST and SGST @ 6% each	
April 29	Bank paid insurance premium as per standing instructions	2,500
April 30	Nigam paid into bank directly, intimation received on the same day	5,000

The solution can be represented as follows

Cash Book

Dr.

Cr.

Date	Particulars	L.F.	Cash (₹)	Bank (₹)	Date	Particulars	L.F.	Cash (₹)	Bank (₹)
2019					2019				
Apr-01	Balance b/d		2,000	24,500	Apr-05	Bank A/c	C	50,000	
Apr-02	Sales A/c		60,000		Apr-07	Sohan A/c			10,000
Apr-02	Output CGST A/c		3,600		Apr-16	Furniture A/c			10,000
Apr-02	Output SGST A/c		3,600		Apr-16	Input CGST A/c			600
Apr-05	Cash A/c	C		50,000	Apr-16	Input SGST A/c			600
Apr-09	Sales A/c		10,000		Apr-20	Bank A/c	C	2,500	
Apr-09	Output CGST A/c		600		Apr-22	Suman A/c			2,500
Apr-09	Output SGST A/c		600		Apr-26	Suman A/c		2,500	
Apr-12	National Insurance Co. Ltd.			19,800	Apr-28	Commission A/c			300
Apr-14	Sales A/c		7,000		Apr-28	Input CGST A/c			18
Apr-14	Output CGST A/c		1,500		Apr-28	Input SGST A/c			18
Apr-14	Output SGST A/c		1,500		Apr-29	Insurance Premium A/c			2,500
Apr-18	Old Furniture A/c		10,000		Apr-30	Balance c/d		46,600	95,264
Apr-18	Output CGST A/c		600						
Apr-18	Output SGST A/c		600						
Apr-20	Cheques in Hand A/c			17,500					
Apr-20	Cash A/c	C		2,500					
Apr-26	Suman A/c			2,500					
Apr-30	Nigam A/c			5,000					
			1,01,600	1,21,800				1,01,600	1,21,800

Q.13 Write the following transactions in the Cash Book of Premium Stores, Kolkata (Proprietor Amrit Kumar):

2019		₹
Jan 1	Commenced business with cash	50,000
Jan 2	Opened Bank Account and deposited cash in bank	20,000
	Purchased goods in cash of ₹5,000 plus CGST and SGST @ 6% each	5,000
Jan 4	Paid wages	500
Jan 6	Cash sales of ₹2,000 plus CGST and SGST @ 6% each	2,000
	Purchased goods for ₹10,000 plus CGST and SGST @ 6% each for cash	
Jan 10	Sold goods of ₹ 4,000 plus CGST and SGST @ 6% each and payment received by cheque which is deposited in Bank, allowed cash discount of ₹400	
	Received from Amit	5,900
	Allowed him discount	100
Jan 15	Paid to Bhaskar	2,800
	Received discount	200
Jan 18	Purchased goods from Kanchan, Delhi of ₹10,000 plus IGST @ 12%	
Jan 20	Goods were destroyed during transportation; Transport Company settled the claim for ₹10,000 in full	
Jan 27	Received cheque from the transport company	10,000
Jan 28	Withdrew for office use	5,000

Q.14 Record the following transactions in Two-column Cash Book of Ripple, Delhi:

2019		₹
March 1	Cash balance	25,000
	Bank balance	20,000
March 4	Paid insurance premium by cheque	14,200
March 7	Cash purchases of goods of ₹ 15,000 plus CGST and SGST @ 6% each Received cash discount of 3% of purchase cost of goods	
March 8	Cash sale of ₹ 15,000 plus CGST and SGST @ 6% each Allowed cash discount @ 2% of sale value of goods	
March 10	Cash deposited into bank	15,000
March 11	Telephone bill paid by cheque, including CGST and SGST @ 6% each	2,240
March 14	Withdrew from bank for personal use	6,000
March 15	Withdrew from bank for official use	14,500
March 20	Received cheque from Dinesh in full settlement of ₹ 11,000 and deposited the same into bank	10,700
March 23	Cash received from Mohan	6,850
	Discount allowed	150
March 24	Stationery purchased for cash, including CGST and SGST @ 6% each	1,120
March 24	Cheque received from Gupta, allowed him discount ₹ 250	4,500
March 28	Cheque received from Gupta deposited into bank	4,500
March 31	Cheque deposited on March 28 dishonoured and returned by the bank	
March 31	Rent paid by cheque, including CGST and SGST @ 6% each	4,480
March 31	Paid cash for postage	220
March 31	Paid wages to watchman in cash	3,000

The solution can be represented as follows

Dr.

Cash Book

Cr.

Date	Particulars	L.F.	Cash (₹)	Bank (₹)	Date	Particulars	L.F.	Cash (₹)	Bank (₹)
2019					2019				
Mar.01	Balance b/d		25,000	20,000	Mar.04	Insurance Premium A/c			14,200
Mar.08	Sales A/c		14,700		Mar.07	Purchases A/c		14,550	
Mar.08	Output CGST A/c		900		Mar.07	Input CGST A/c		900	
Mar.08	Output SGST A/c		900		Mar.07	Input SGST A/c		900	
Mar.10	Cash A/c	C		15,000	Mar.10	Bank A/c	C	15,000	
Mar.15	Bank A/c	C	14,500		Mar.11	Telephone Bill			2,000
					Mar.11	Input CGST A/c			120
					Mar.11	Input SGST A/c			120
Mar.20	Dinesh			10,700	Mar.14	Drawings A/c			6,000
Mar.23	Mohan		6,850		Mar.15	Cash A/c	C		14,500
Mar.28	Cheque-in-hand A/c			4,500	Mar.24	Stationery		1,000	
					Mar.24	Input CGST A/c		60	
					Mar.24	Input SGST A/c		60	
					Mar.31	Gupta			4,500
					Mar.31	Rent A/c			4,000
					Mar.31	Input CGST A/c			240
					Mar.31	Input SGST A/c			240
					Mar.31	Postage A/c		220	
					Mar.31	Wages to Watchman		3,000	
					Mar.31	Balance c/d		27,160	4,280
			62,850	50,200				62,850	50,200

Q.15 Enter the following transactions in Two-column Cash Book of Gaurav, Delhi:

		₹
2019		
April 1	Opening Balance of Cash in Hand	1,00,000
	Opening Balance of Bank Overdraft	5,00,000
April 2	Sold goods for cash, including CGST and SGST @ 6% each	4,48,000
April 3	Sold goods including CGST and SGST @ 6% each against cheque and paid into bank the same day	3,36,000
April 5	Sold goods to Reema, including IGST @ 12%	1,12,000
April 6	Ram paid by cheque	78,000
	Discount allowed	2,000
April 7	Bought goods from Rahul, Gurugram for ₹48,000 plus CGST and SGST @ 6% each and paid him by cheque	44,800
	Salary paid to staff by cheque	2,20,000
April 10	Deposited into bank	3,10,000
April 11	Received a cheque from Suresh and paid into bank	1,28,000
	Discount allowed	1,500
April 15	Received from R. Kumar a cheque for a full settlement of his account for ₹1,95,000	1,87,500
April 18	Paid wages in cash	30,000
April 20	Bank charges, including CGST and SGST @ 6% each	5,600
April 22	Withdrew from bank for office use	1,00,000
	Withdrew from Bank for personal use	1,20,000
April 25	Paid electricity bill by cheque	31,500
	Issued a cheque in favour of Sudha as advance for purchase of house of Gaurav	2,00,000
April 26	Received a cheque from Amar	58,200
	Allowed discount to him	1,800
April 28	Cheque received from Amar sent to bank	
April 30	Bank collected interest received on investments	15,000
	Paid rent for the month of May, 2019, including CGST and SGST @ 6% each	22,400

The solution can be represented as follows

Cash Book

Dr.

Cr.

Date	Particulars	L.F.	Cash (₹)	Bank (₹)	Date	Particulars	L.F.	Cash (₹)	Bank (₹)
2019					2019				
Apr-01	Balance b/d		1,00,000		Apr-01	Balance b/d			5,00,000
Apr-02	Sales A/c		4,00,000		Apr-07	Purchases A/c			40,000
Apr-02	Output CGST A/c		24,000		Apr-07	Input CGST A/c			2,400
Apr-02	Output SGST A/c		24,000		Apr-07	Input SGST A/c			2,400
Apr-03	Sales A/c			3,00,000	Apr-07	Salary A/c			2,20,000
Apr-03	Output CGST A/c			18,000	Apr-10	Bank A/c	C	3,10,000	
Apr-03	Output SGST A/c			18,000	Apr-18	Wages A/c		30,000	
Apr-06	Ram A/c			78,000	Apr-20	Bank Charges A/c			5,000
Apr-10	Cash A/c	C		3,10,000	Apr-20	Input CGST A/c			300
Apr-11	Suresh A/c			1,28,500	Apr-20	Input SGST A/c			300
Apr-15	R. Kumar A/c			1,87,500	Apr-22	Cash A/c	C		1,00,000
Apr-22	Bank A/c	C	1,00,000		Apr-22	Drawings A/c			1,20,000
Apr-28	Cheques in Hand A/c			58,200	Apr-25	Electricity A/c			31,500
Apr-30	Interest on Investments A/c			15,000	Apr-25	Drawings A/c			2,00,000
Apr-30	Balance c/d			1,08,700	Apr-30	Rent A/c		20,000	
					Apr-30	Input CGST A/c		1,200	
					Apr-30	Input SGST A/c		1,200	
					Apr-30	Balance c/d		2,85,600	
			6,48,000	12,21,900				6,48,000	12,21,900

Q.16 From the following information, prepare an Analytical Petty Cash Book:

2019		₹
April 1	Received for cash payment	20,000
April 2	Paid for postage	1,600
April 5	Paid for stationery	1,000
April 8	Paid for advertisement	2,000
April 12	Paid for wages	800
April 16	Paid for carriage	600
April 20	Paid for conveyance	880
April 25	Paid for travelling expenses	3,200
April 27	Paid for postage	480
April 28	Paid for office cleaning	400
April 29	Paid for telegram	800
April 30	Sent registered notice to landlord	190

The solution can be represented as follows

Petty Cash Book

Dr.				Cr.					
Receipts	Date	Voucher No	Particulars	Total Payments (₹)	Postage and Telegram (₹)	Stationery (₹)	Conveyance and travelling Expenses (₹)	Carriage (₹)	Sundries (₹)
20,000	2018 Apr-01		Cash						
	Apr-02		Postage	1,600	1,600				
	Apr-05		Stationery	1,000		1,000			
	Apr-08		Advertisement	2,000					2,000
	Apr-12		Wages	800					800
	Apr-16		Carriage	600				600	
	Apr-20		Conveyance	880			880		
	Apr-25		Travelling Expenses	3,200			3,200		
	Apr-27		Postage	480	480				
	Apr-28		Office Cleaning	400					400
	Apr-29		Telegram	800	800				
	Apr-30		Legal Charges	190	190				
			Balance c/d	8,050					
20,000				20,000	3,070	1,000	4,080	600	3,200

Q.17 The following transactions took place during the week ended 28th May, 2019. How will you record them in the Petty Cash Book which was maintained with a weekly 'float' of ₹ 3,000?

2019		₹
May 23	Postage	400
May 24	Casual labour	500
May 24	Tax hire	600
May 26	Writing pads and registers	800
May 27	Cartage	200
May 28	Bus fare	300

The solution can be represented as follows

Petty Cash Book

Dr.						Cr.
Amount Received	Cash Book Folio	Date	Particulars	Voucher No	Amount paid (₹)	
3,000		2019				
		May-23	Postage		400	
		May-24	Casual Labour		500	
		May-24	Taxi Hire		600	
		May-26	Writing Pads and Registers		800	
		May-27	Cartage		200	
		May-28	Bus Fare		300	
		May-29	Balance c/d		200	
3,000					3,000	
200		May-30	Balance b/d			
2,800			Cash			

Q.18 Sri R maintains a Columnar Petty Cash Book on the Imprest System. The imprest amount is ₹ 5,000. From the following information, show how his Petty Cash Book would appear for the week ended 12th September, 2019:

2019		₹
Sept. 7	Balance in Hand	1,349
	Received cash reimbursement to make up the imprest	
	Postage	123
	Stationery	321
	Entertainment	54
Sept. 8	Travelling and conveyance	126
	Miscellaneous expenses	11
	Entertainment	72
Sept. 9	Repairs	1,567
Sept. 10	Postage	174
	Entertainment	127
	Travelling	673
Sept. 11	Stationery	41
	Entertainment	12
Sept 12	Miscellaneous expenses	201
	Travelling	51
	Postage	483
	Repairs	30

The solution can be represented as follows

**Books of Sri R
Petty Cash Book**

Dr.

Receipts	Date	Voucher No	Particulars	Total Payments (₹)	Postage and Stationery (₹)	Entertainment (₹)	Travelling and Conveyance (₹)	Repairs (₹)	Expenses (₹)
	2017								
1,349	Sep.07		Balance b/d						
3,651	Sep.07		Cash						
	Sep.07		Postage	123	123				
	Sep.07		Stationery	321	321				
	Sep.07		Entertainment	54		54			
	Sep.08		Travelling and Conveyance	126			126		
	Sep.08		Miscellaneous Expenses	11					11
	Sep.08		Entertainment	72		72			
	Sep.09		Repairs	1,567				1,567	
	Sep.10		Postage	174	174				
	Sep.10		Entertainment	127		127			
	Sep.10		Travelling	673			673		
	Sep.11		Stationery	41	41				
	Sep.11		Entertainment	12		12			
	Sep.12		Miscellaneous Expenses	201					201
	Sep.12		Travelling	51			51		
	Sep.12		Postage	483	483				
	Sep.12		Repairs	30				30	
	Sep.12		Balance c/d	934					
5,000				5,000	1,142	265	850	1,597	212
934	Sep.13		Balance b/d						
4,066	Sep.13		Cash						

Q.19 A Petty Cashier in a firm received ₹15,000 as the petty cash imprest on 4th June, 2019. During the week, his expenses were as follows:

2019		₹
June 4	Conveyance charges for Manager's trip to the city	500
June 4	Wages to casual labourers	1,500
June 5	Bus fare to workmen sent to customer's premises	200
June 5	Stationery purchased for ₹1,000 plus CGST and SGST @ 6% each	
June 6	Sent documents to Head Office by registered post	400
June 6	Postage stamps purchased	1,000
June 6	Revenue stamps for payment of wages	500
June 7	Repair of typewriter	400
June 7	Paid electricity bill	1,700
June 8	Wages paid to coolies for shifting furniture, etc.	400
June 8	Taxi fare to Assistant Manager	500
June 8	Letters by registered post sent to different suppliers	1,000
June 8	Locks purchased for ₹800 plus CGST and SGST @ 6% each	
June 8	Stationery purchased for ₹400 plus CGST and SGST @ 6% each	
June 8	Refreshments to customers	200

Write up the Analytical Petty Cash Book and draft the necessary Journal entries for the payments made.

The solution can be represented as follows

Journal

Date	Particulars	L.F.	Debit Amount (₹)	Credit Amount (₹)
2017				
Jun-30	Conveyance A/c	Dr.	1,200	
	Stationery A/c	Dr.	1,400	
	Wages A/c	Dr.	1,900	
	Postage & Stamps A/c	Dr.	2,900	
	Repairs A/c	Dr.	400	
	Electricity Expenses A/c	Dr.	1,700	
	Locks A/c	Dr.	800	
	Input CGST A/c	Dr.	132	
	Input SGST A/c	Dr.	132	
	Miscellaneous Expenses A/c	Dr.	200	
	To Petty Cash A/c			10,764
	(Petty expenses charged to petty cash)			