

CASH BOOK WORK SHEETS

Question No: 1

From the following transactions you are required to prepare a Three column cash book for the month of February 2006.

2006

- Feb 1 Cash balance (Dr) \$ 20,000 and Bank balance (Dr) \$ 50,000
- Feb 2 Bought goods and paid by cheque \$ 10,000
- Feb 4 Cash sales \$ 5,000
- Feb 5 Bought goods from James \$ 10,000
- Feb 6 Sold goods to Raheem \$ 7,000
- Feb 7 Paid Wages by cash \$ 500
- Feb 10 Paid Electricity charges by cheque \$ 1,000
- Feb 15 Received cheque for \$ 6,600 from Raheem in full settlement of his account
- Feb 20 Paid James by cash for \$ 9,500 in full settlement of his account.
- Feb 23 Paid salaries by cheque \$ 5,000
- Feb 25 Received commission in cash \$ 2,000
- Feb 28 Cash paid into Bank \$ 3,000

Answer to Question No: 1

Three column cash book

Dr					Cr				
Date	Receipts	Discount allowed	Cash	Bank	Date	Payments	Discount received	Cash	Bank

Question No.2

On January 1, 2013 Noorani Stores cash book showed debit balance of cash \$1,550 and bank \$13,575. During the month of January following business was transacted.

2013

Jan.1 Purchased office furniture for cash \$750; cash sales \$315

" Deposited cash \$500

" 4 Received from A. Hussan a cheque for \$2,550 in part payment of his account

" 6 Paid by cheque for merchandise purchased worth \$1,005

" 10 Received from Hayat Khan a cheque for \$775 in full settlement of his account and allowed him discount \$15.

" 12 Sold merchandise to Divan Bros. for \$1,500 who paid by cheque which was deposited in the bank.

" 16 Paid Salman \$915 by cheque, discount received \$5

" 27 Paid to Gulzar Ahmad by cheque \$650

" 30 Paid salaries by cheque \$1,750

" 31 Deposited into bank the cheque of Hayat Khan.

" 31 Drew from bank for office use \$250.

Required:

Prepare three column cash book and balance it.

Prepare discount allowed and discount received accounts in general ledger.

Answer to Question No: 2

Three column cash book

Dr					Cr				
Date	Receipts	Discount allowed	Cash	Bank	Date	Payments	Discount received	Cash	Bank

Question No. 3

On January 1, 2013 Subhani Stores cash book showed the following balances

Cash \$750

bank \$6,575.

During the month of January following business was transacted.

2013

Jan.1 Purchased office equipment for cash \$350; cash sales \$315

" Deposited cash \$500

" 4 Received from Block a cheque for \$1,550 in payment of his account

" 6 Paid by cheque for goods purchased worth \$ 505

" 8 Deposited into bank the cheque received from Block.

" 10 Received from Quayle a cheque for \$375 in full settlement of his account and allowed him discount \$25.

" 11 Stationery purchased for \$ 45

" 12 Sold goods to Saleem Bros. for \$ 500 who paid by cheque which was deposited in the bank.

" 16 Paid Salman \$488 by cheque, in full settlement of his account \$ 500.

" 27 Rent paid by Cheque \$250

" 30 Paid salaries by cheque \$ 750

" 31 Commission received \$ 145

" 31 Drew from bank for office use \$250.

Required:

Prepare three column cash book and balance it.

Prepare discount allowed and discount received accounts in general ledger.

Answer to Question No: 3

Three column cash book

Dr					Cr				
Date	Receipts	Discount allowed	Cash	Bank	Date	Payments	Discount received	Cash	Bank

Question No: 4

Prepare a triple column Cash Book from the following particulars:

2012 Jan. 1 Opening balance Cash \$ 50,000

Bank balance \$ 75,000

"2. Drawn from bank for personal use \$ 22,000

3. Cash purchases \$ 10,000

4. Cheque given to Sam \$ 8,500

5. Wages paid by cash \$ 12,000

6. Credit sales to Rajan \$ 18,000

8. Received from Rani \$ 9,900: discount \$ 100

10. Cash withdrawn for private use \$ 6,000

12. Cheque received from Rajan 17,500 in full settlement of his bill And the Cheque is deposited in the bank on 6th Jan.

15. Old furniture sold for \$ 750

16. Credit purchases from Shyam \$ 16,000

17. Income tax paid by Cheque \$ 3,250

20. Rent paid \$ 15,000

21. Cash sales \$ 16,000

22. Deposited in bank \$ 5,000

25 cash given to Shyam \$ 15,950 discount \$ 50

30 sales tax paid by Cheque \$ 2,250

31 Interest on investments received \$ 2,000.

Answer to Question No: 4

Three column cash book

Dr					Cr				
Date	Receipts	Discount allowed	Cash	Bank	Date	Payments	Discount received	Cash	Bank

Question No 5.

From the following transactions given below you are require to prepare three columnar Cash Book.

2013

July 1 Cash on hand 600 Cash at bank 9,670

July 2 Received cash from Arul 1,900 Allowed him discount 100

July 4 Paid Azar by cheque 800 Discount received 30

July 6 Purchased Goods and paid by cheque 2,100

July 8 Deposited with bank 2,100

July 10 Sold goods to Anil on credit 1,100

July 12 Sold goods & received payment by cheque 900

July 15 Received a cheque from Anil in full settlement of his account 1,050

July 17 Withdrawn from bank for office use 900

July 19 Purchased goods from K& Co. 3,000

July 19 Paid K & Co. by cheque 2,900 Discount received 100

July 20 Paid telephone charges 100

July 23 Paid.Ahmad by cheque 684 Discount received 16

July 24 Cash Sales 1,900

July 26 Received cheque from Antony and sent to the bank 480 Discount allowed 20

July 27 Purchased a new machinery for office use by cheque 4,000

July 28 Bank intimated that.Antony's cheque has been dishonored

31 Deposited with bank 600

July 31 Bank charges as shown in the bank statement 26

Answer to Question No: 5

Three column cash book

Dr

Cr

[illegible]

Question No 6.

Prepare a three column cash book from the following transactions for the month of March 2003:

2003 March

- 1 Balances b/d: Cash \$ 2400(Dr) ; Bank \$ 400 (Cr)
- 2 Paid cash to the petty cashier \$168
- 2 Received cash from Samson \$1800 for the settlement of his account of \$1800
- 4 Cash sales deposited into bank \$ 3800
- 6 Settled the account of Mark \$2500, by cheque \$ 2440
- 8 Bought goods by cheque \$ 1000
- 9 Sold furniture by cash \$ 500
- 11 Received commission by in cash\$ 900
- 13 Paid stationery by cash \$160
- 16 Reema settled her account of \$ 1700 by cash \$ 1650 after deducting cash discount.
- 18 Meenu settled her account by cheque \$ 2500 after deducting cash discount
- 21 Bought Machinery by cheque \$ 4000
- 23 Cash sales for the week \$1800
- 24 Settled the account of Adil by cheque \$1250 after deducting cash discount \$30
- 26 Reetha deposited cash directly in our bank account \$ 700
- 29 Bank charges paid from the bank account \$15
- 31 Cash sales deposited into bank account \$ 2000

Three column cash book

Dr					Cr				
Date	Receipts	Discount allowed	Cash	Bank	Date	Payments	Discount received	Cash	Bank

Question No 7.

Q. 14 From the following you are required to prepare a three column cash book for the month of March 2003

2003 March

- 1 Balances brought down: Cash \$21,00 (Dr).; Bank \$1,200 (Cr.)
- 2 Cash sales \$2,700
- 3 Cash purchases \$ 800
- 4 Settled the account of Mathews \$ 1,800 by cheque
- 7 Sold an old fixture for cash \$1,900
- 8 Bought furniture for cheque \$1,400
- 9 Reema settled her account of \$2,400 by cheque after deducting cash discount \$100
- 10 Received rent of building \$1,000 in cash.
- 12 Sold goods and received cheque \$3,000
- 13 Issued a cheque to Mannya \$1,800 for the full settlement of her a/c of \$1,900
- 15 Received a cheque from Sunitha \$2,100 for the full settlement of her a/c of \$2,150
- 17 Cash purchases for the week \$1,500
- 18 Paid travelling expenses in cash \$150
- 20 Bought machinery for cheque \$ 4,500
- 21 Paid cheque to Sumon \$2,750 after deducting cash discount \$ 150
- 24 Sold goods and received cheque \$800
- 25 Received commission in cash \$1,000
- 28 Paid electricity charges by cheque \$500
- 29 Paid salaries for the month \$2,000 in cash
- 30 Sold goods and received cheque \$4,100
- 31 Deposited cash in the bank account \$2,500

Answer to Question No: 7

Three column cash book

Dr					Cr				
Date	Receipts	Discount allowed	Cash	Bank	Date	Payments	Discount received	Cash	Bank

Noorani Stores Cash Book

Debit Side

Credit Side

Date	Particulars	V.N.	L.F.	Dis-count	Cash		Date	Particulars	V.N.	L.F.	Dis-count	Cash	
1991 Jan.1	To Balance b/d				1,550	13,575	1991 Jan.1	By Office Equip.				750	
" 1	To Sales a/c				1,315		" 3	By Bank		C		500	
" 3	To Cash a/c		C			500	" 6	By Purchases a/c					1,005
" 4	To A Hussan				2,550		" 8	By Bank		C		2,550	
" 8	To Cash		C			2,550	" 16	By Salman			5		915
" 10	To Hayat Khan			15	775		" 27	By Gulzar					650
" 12	To Sales a/c					1,500	" 30	By Salaries a/c					1,750
" 31	To Cash		C			775	" 31	By Bank		C		775	
" 31	To Bank		C		250		" 31	By Cash		C			250
								By Balanced c/d				1,865	14,330
				15	6,440	18,900					5	6,440	18,900
1991 Feb.1	To Balance b/d				1,865	14,330							