

Chapter 7 – Origin of Transactions – Source Documents and Preparation of Voucher

Question 1.

The following transactions took place in M/s. Goodluck Computers. Prepare the Accounting Vouchers:

2013		₹
01 Jan	Bought Computer Mouse (4 Nos.) vide Cash Memo No. 338	6,000
08 Jan	Wages paid for the month of December, 2012 vide Wage Sheet No. 39	10,000
12 Jan	Purchased two Desktop Computers from M/s. Computech for cash vide Cash Memo No. 170	32,500
25 Jan	Paid cash to Hari and Sons A/c vide receipt No. 102 for repairs	1,000
28 Jan	Paid cartage	20
30 Jan	Cash withdrawn from bank	10,000

Solution:

i.

Received ₹ Affix Revenue Stamp	M/s. GoodLuck Computers	
	Address: _____	
	Voucher No: _____	Date: 01 Jan 2013
	Amount (₹)	
	Debit: Purchaser A/c (Purchase of computer mouse vide cash Memo. No 338)	
		6,000
Total		6,000
Sd/- Manager		Sd/- Accountant

ii.

Received ₹ Affix Revenue Stamp	M/s. GoodLuck Computers	
	Address: _____	
	Voucher No: _____	Date: 08 Jan 2013
	Amount (₹)	
	Debit: Wages A/c (Wages paid for the month of December 2012 vide Wage Sheet No. 39)	
		10,000
Total		10,000
Sd/- Manager		Sd/- Accountant

<div style="text-align: center;"> <p>Received ₹</p> <p>.....</p> </div> <div style="border: 1px solid black; padding: 5px; text-align: center;"> <p>Affix Revenue Stamp</p> </div>	<p>M/s. GoodLuck Computers</p> <p>Address: _____</p>	
	Voucher No: _____	Date: 12 Jan 2013
	Amount (₹)	
	<p>Debit: Purchaser A/c</p> <p>(Purchases two Desktop Computers from</p> <p>M/s. Computech for Cash vide Cash</p> <p>Memo No.170)</p>	
Total		32,500
Sd/- Manager		Sd/- Accountant

Received ₹ Affix Revenue Stamp	M/s. GoodLuck Computers Address: _____	
	Voucher No: _____	Date: 25 Jan 2013
	Debit: Repairs A/c (Cash paid to Hari & Sons vide receipt No. 102 for repairs)	Amount (₹) 1,000
	Total	1,000
	Sd/- Manager	Sd/- Accountant

<p>Received ₹</p> <p>.....</p> <p>Affix Revenue Stamp</p>	<p>M/s. GoodLuck Computers</p> <p>Address: _____</p>	
	<p>Voucher No: _____</p>	<p>Date: 28 Jan 2013</p>
	<p>Debit: Cartage A/c (paid for cartage)</p>	<p>Amount (₹)</p> <p>20</p>
	<p>Total</p>	<p>20</p>
	<p>Sd/- Manager</p>	<p>Sd/- Accountant</p>

<p>Received ₹</p> <p>.....</p> <p>Affix Revenue Stamp</p>	<p>M/s. GoodLuck Computers</p> <p>Address: _____</p>	
	<p>Voucher No: _____</p>	<p>Date: 30 Jan 2013</p>
	<p>Debit: Bank A/c (cash withdrawn from Bank)</p>	<p>Amount (₹) 10,000</p>
	<p>Total</p>	<p>10,000</p>
<p>Sd/- Manager</p>	<p>Sd/- Accountant</p>	

Prepare the Accounting Vouchers for the following transactions:

Solution:

i.

Name _____ Address: _____ Voucher No. _____ Date: 01 Jan 2013	
Amount (₹)	
Credit: Capital A/c (Being business started with cash)	20,000
Total	20,000
Sd/- Manager	Sd/- Accountant

ii.

Received ₹ <div style="border: 1px solid black; padding: 5px; width: fit-content; margin: 10px auto;"> Affix Revenue Stamp </div>	Name _____ Address: _____ Voucher No: _____ Date: 01 Jan 2013	
	Amount (₹)	
	Debit: Furniture A/c (Purchased Furniture for ₹1,000 vide Cash Memo No. 210)	1,000
	Total	1,000
	Sd/- Manager	Sd/- Accountant

iii.

Received ₹ <div style="border: 1px solid black; padding: 5px; width: fit-content; margin: 10px auto;"> Affix Revenue Stamp </div>	Name _____ Address: _____ Voucher No: _____ Date: 05 Jan 2013	
	Amount (₹)	
	Debit: Bank A/c (Opened bank A/c in Canara bank)	6,000
	Total	6,000
	Sd/- Manager	Sd/- Accountant

iv.

Name _____	
Address: _____	
Voucher No. _____	Date: 10 Jan 2013
Amount (₹)	
Debit: Purchases A/c	2,000
	2,000
Credit: M/s Madras Store A/c (Garments purchased vide bill no. 291)	2,000
	2,000
Sd/- Manager	Sd/- Accountant

v.

Name _____	
Address: _____	
Voucher No. _____	Date: 12 Jan 2013
Amount (₹)	
Debit: Ram Prakash A/c	500
	500
Credit: Sale A/c (Sale of two shirts on credit vide bill no.1)	500
	500
Sd/- Manager	Sd/- Accountant

vi.

Name _____	
Address: _____	
Voucher No. _____	Date: 15 Jan 2013
Amount (₹)	
Credit: Sales A/c (Sold shirt vide Cash Memo No. 1)	700
Total	700
Sd/- Manager	Sd/- Accountant

vii.

Name _____	
Address: _____	
Voucher No. _____	Date: 20 Jan 2013
Amount (₹)	
Credit: Bank A/c (Withdrew from bank by Cheque No. 23301)	2,000
Total	2,000
Sd/- Manager	Sd/- Accountant

viii.

<div style="writing-mode: vertical-rl; transform: rotate(180deg);">Received ₹</div> <div style="border: 1px solid black; padding: 5px; margin-top: 20px;">Affix Revenue Stamp</div>	Name _____	
	Address: _____	
	Voucher No: _____	Date: 27 Jan 2013
	Amount (₹)	
	Debit: Drawings A/c (Withdrew for Personal use by Cheque No. 51003)	500
	Total	500
	Sd/- Manager	Sd/- Accountant

Question 3.

Prepare the Vouchers to be recorded in the books of M/s. Computer Aids:

2013		₹
01 Jan	Bought computer for resale for cash vide Cash Memo No. 512	7,200
08 Jan	Salary paid for the month of December, 2012 vide Salary Sheet No. 29	5,000
10 Jan	Sold computer for cash vide Cash Memo No. 64	12,000
15 Jan	Withdrawn cash from bank for office use vide cheque No. 13456	1,700

Solution:

i.

<div style="writing-mode: vertical-rl; transform: rotate(180deg);">Received ₹</div> <div style="writing-mode: vertical-rl; transform: rotate(180deg);">Affix Revenue Stamp</div>	M/s Computer Aids	
	Address: _____	
	Voucher No: _____	Date: 01 Jan 2013
	Amount (₹)	
	Debit: Purchase A/c (Purchased computer for resale vide Cash Memo No. 512)	7,200
Total		7,200
Sd/- Manager		Sd/- Accountant

ii.

<div style="writing-mode: vertical-rl; transform: rotate(180deg);">Received ₹</div> <div style="writing-mode: vertical-rl; transform: rotate(180deg);">Affix Revenue Stamp</div>	M/s Computer Aids	
	Address: _____	
	Voucher No: _____	Date: 08 Jan 2013
	Amount (₹)	
	Debit: Salary A/c (Salary paid for the month of December, 2012 vide Salary Sheet No. 29)	5,000
Total		5,000
Sd/- Manager		Sd/- Accountant

iii.

M/s Computer Aids	
Address: _____	
Voucher No. _____	Date: 10 Jan 2013
Amount (₹)	
Credit: Sales A/c (Computer sold vide cash memo No. 64)	12,000
Total	12,000
Sd/- Manager	Sd/- Accountant

iv.

M/s Computer Aids	
Address: _____	
Voucher No. _____	Date: 15 Jan 2013
Amount (₹)	
Credit: Bank A/c (Cash withdrawn from bank vide cheque no. 13456)	1,700
Total	1,700
Sd/- Manager	Sd/- Accountant

Question 4.

Prepare the Vouchers to be recorded in the books of M/s. Elegant Furnitures:

2013		₹
01 Jan	Bought furniture from Modern Furniture for cash vide Cash Memo No. 241	7,500
08 Jan	Paid cash to Mani and Sons A/c for purchase of 2 machines vide Cash Memo No. 1230	5,000
20 Jan	Paid for conveyance	150
27 Jan	Sold old typewriter for cash vide cash receipt No. 314	500

Solution:

i.

<div style="writing-mode: vertical-rl; transform: rotate(180deg);">Received ₹</div> <div style="writing-mode: vertical-rl; transform: rotate(180deg);">Affix Revenue Stamp</div>	M/s Elegant Furniture Address: _____	
	Voucher No: _____ Date: 01 Jan 2013	
	Amount (₹)	
	Debit: Furniture A/c (Furniture purchased from Modern Furniture for cash vide cash memo no. 241)	7,500
	Total	7,500
Sd/- Manager		Sd/- Accountant

ii.

<div style="writing-mode: vertical-rl; transform: rotate(180deg);">Received ₹</div> <div style="writing-mode: vertical-rl; transform: rotate(180deg);">Affix Revenue Stamp</div>	M/s Elegant Furniture Address: _____	
	Voucher No: _____ Date: 08 Jan 2013	
	Amount (₹)	
	Debit: Machinery A/c (2 machines purchased from Mani & Sons for cash vide cash memo no. 1230)	5,000
	Total	5,000
Sd/- Manager		Sd/- Accountant

iii.

<div style="writing-mode: vertical-rl; transform: rotate(180deg);">Received ₹</div> <div style="writing-mode: vertical-rl; transform: rotate(180deg);">Affix Revenue Stamp</div>	M/s Elegant Furniture Address: _____	
	Voucher No: _____ Date: 20 Jan 2013	
	Amount (₹)	
	Debit: Conveyance A/c (paid for conveyance)	150
	Total	150
Sd/- Manager		Sd/- Accountant

iv.

M/s Elegant Furniture Address: _____	
Voucher No. _____	Date: 27 Jan 2013
Amount (₹)	
Credit: Typewriter A/c (Sold typewriter for cash vide cash receipt no. 314)	500
Total	500
Sd/- Manager	Sd/- Accountant

Question 5.

Prepare the Vouchers:

2013		₹
05 Jan	Received cash from Wahi and Co. on account vide cash receipt No. 551	2,000
10 Jan	Commission received vide cash receipt No. 520	1,000
15 Jan	Sold leather purses for cash vide Cash Memo Nos. 307-310	6,000
24 Jan	Sold two old machines vide Cash Memo No. 1560	3,000

Solution:

i.

Name: _____	
Address: _____	
Voucher No. _____	Date: 05 Jan 2013
Amount (₹)	
Credit: Wahi & Co. (Cash received from Wahi & Co. vide cash receipt No. 551)	2,000
Total	2,000
Sd/- Manager	Sd/- Accountant

ii.

Name: _____	
Address: _____	
Voucher No. _____	Date: 10 Jan 2013
Amount (₹)	
Credit: Commission A/c (Commission received vide cash receipt no. 520)	1,000
Total	1,000
Sd/- Manager	Sd/- Accountant

iii.

Name: _____	
Address: _____	
Voucher No. _____	Date: 15 Jan 2013
Amount (₹)	
Credit: Sales A/c (Sale of leather purses for cash vide cash memo no. 307-310)	6,000
Total	6,000
Sd/- Manager	Sd/- Accountant

iv.

Name: _____	
Address: _____	
Voucher No. _____	Date: 24 Jan 2013
Amount (₹)	
Credit: Machinery A/c (Sale of two old machines vide cash memo no. 1560)	3,000
Total	3,000
Sd/- Manager	Sd/- Accountant

Question 6.

Prepare the Transfer Vouchers from the Source Vouchers:

2013		₹
07 Jan	Purchased goods from M/s. Eufora vide Bill No. 912	4,700
11 Jan	Sold goods to M/s. Yardley vide Bill No. 31596	5,000
31 Jan	Depreciation charged on building @ 10% on t 2,00,000	20,000

Solution:

Name _____	
Address: _____	
Voucher No. _____	Date: 07 Jan 2013
	Amount (₹)
Debit: Purchases A/c	4,700
	4,700
Credit: M/s Eufora A/c (Purchased goods vide bill no.912)	4,700
	4,700
Sd/- Manager	Sd/- Accountant

Name _____	
Address: _____	
Voucher No. _____	Date: 11 Jan 2013
	Amount (₹)
Debit: M/s Yardley A/c	5,000
	5,000
Credit: Sales A/c (Sale of goods vide bill no.31596)	5,000
	5,000
Sd/- Manager	Sd/- Accountant

Name _____	Address: _____	
Voucher No. _____	Date: 31 Jan 2013	

	Amount (₹)
Debit: Depreciation A/c	20,000
	20,000
Credit: Building A/c	20,000
(Charged depreciation on building @10% on ₹2,00,000)	
	20,000

Sd/-
Manager

Sd/-
Accountant

Prepare the Debit Voucher for furniture purchased for Rs. 15,000 from Globe Furniture Mart on 2nd January, 2007. (Delhi 2007)

<p style="text-align: center;">Received ₹</p> <p style="text-align: center;">.....</p> <div style="border: 1px solid black; padding: 5px; text-align: center;"> Affix Revenue Stamp </div>	Name: _____ Address: _____		Date: 02 Jan 2007
	Voucher No: _____		
	Debit: Furniture A/c (Furniture purchased from Globe Furniture Mart)		Amount (₹)
			15,000
	Total		15,000
	Sd/- Manager		Sd/- Accountant