

## AAT Level 2 Revision: Unit 2 Double Entry Book-keeping

Post the following transactions into the Day Books and then post the Totals into the T-accounts

1. You receive an invoice (no. 103) from a Supplier called “Epicurean Delight” (PL80) for £236 **inclusive of VAT**
2. You receive an invoice (no. 933) from a Supplier called “ThriveWellness” (PL87) for £267 plus VAT
3. You sent an invoice (no. 449) to a Customer called “UrbanNest” (SL09) for £921 **inclusive of VAT**
4. You sent an invoice (no. 479) to a Customer called “Bistro Bliss” (SL67) for £551 plus VAT

Post the following directly into the T-accounts (no Cashbook is used)

5. We restore our Cash Imprest by transferring £529 from our Bank to the Cash Account
6. We pay Epicurean Delight £236 by Cheque
7. We pay ThriveWellness £320.4 with Cash
8. We receive a Cheque from UrbanNest for £921
9. We receive £5091 (**inclusive of VAT**) from cash-sales to the public, all with card transactions.
10. Bistro Bliss has gone bankrupt, record an irrecoverable debt of £661.2 (**including VAT**) into the appropriate accounts!
11. VAT of £222 is paid to HMRC by Cheque
12. We buy a new van for £2424 by Debit Card
13. We spend £97 on diesel using Cash

Purchases Day Book						
Date	Supplier	Invoice No.	Folio	Gross Total	VAT	Net Amount
----	<b>TOTALS</b>	----	----			
DR / CR:	----	----	----			

Sales Day Book						
Date	Customer	Invoice No.	Folio	Gross Total	VAT	Net Amount
----	<b>TOTALS</b>	----	----			
DR / CR:	----	----	----			

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Debits		Credits	
Total:		Total:	

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### Extension Task:

Produce the Sales Ledger Accounts & Purchase Ledger Accounts (individual credit customer & supplier accounts) and then perform a Reconciliation to see if they total to the same balance as the SLCA and PLCA respectively!

[illegible]

Epicurean Delight	

Bistro Bliss	

ThriveWellness	

Solutions:

Purchases Day Book						
Date	Supplier	Invoice No.	Folio	Gross Total	VAT	Net Amount
1.	Epicurean Delight	103	PL80	236	39.33	196.67
2.	ThriveWellness	933	PL87	320.4	53.4	267
-----	TOTALS	-----	-----	556.4	92.73	463.67
DR / CR:	-----	-----	-----	CR PLCA	DR VAT	DR Purchases

Sales Day Book						
Date	Customer	Invoice No.	Folio	Gross Total	VAT	Net Amount
3.	UrbanNest	449	SL09	921	153.5	767.5
4.	Bistro Bliss	479	SL67	661.2	110.2	551
-----	TOTALS	-----	-----	1582.2	263.7	1318.5
DR / CR:	-----	-----	-----	DR RLCA	CR VAT	CR Sales

Receivables (RCLA)			
SDB	1582.2	921	Bank
		661.2	VAT + B.Debt

Payables (PLCA)			
Bank	236	556.4	PDB
Cash	320.4		

Sales			
		1318.5	SDB
		4242.5	Bank

Purchases			
PDB	463.67		

VAT			
PDB	92.73	263.7	SDB
RLCA	110.20	848.5	Bank
Bank	222.00		

Bank			
RLCA	921	529	Cash
Sales + VAT	5091	236	PLCA
		222	VAT
		2,424	Vehicles (A)

Debits		Credits	
Purchases	463.67	Sales	5561
Bank	2601	VAT	687.27
Cash	111.6		
Vehicles (Asset)	2424		
Bad Debt W/Off (Exp)	551		
Vehicle Expenses	97		
Total:	6,248.27	Total:	6,248.27

Cash			
Bank	529	320.4	PLCA Vehicles (E)
		97	
Bad Debt W/Off (Exp)			
RLCA	551		

Vehicles (Asset)			
Bank	2424		
Vehicle Expenses			
Cash	97		

Extension Solutions:

Sales Ledger:

UrbanNest			
SDB	921	921	Bank
		0	Bal c/d
	921	921	
Bal b/d	0		

Bistro Bliss			
SDB	661.2	661.2	Bad Debt W/Off
		0	Bal c/d
	661.2	661.2	
Bal b/d	0		

Purchase Ledger:

Epicurean Delight			
Bank	283.2	283.2	PDB
Bal c/d	0		
	283.2	283.2	
		0	Bal b/d

ThriveWellness			
Cash	320.4	320.4	PDB
Bal c/d	0		
	320.4	320.4	
		0	Bal b/d