Performa of Balance Sheet

Cr. Dr.

Liabilities Amt Assets Amt

Current Liabilities:

Creditors

Bills payable

Bank overdraft

Outstanding expenses

income received in advance

Short term loans

Fixed Liabilities:

Loan

Mortgage

Loan from financial institution

Debentures

Sales Tax collected

Capital:

Add: Net profit

Add: Interest on capital

(if in adjustment)

Add: Remuneration i.e Salaries,

commission, fee payable to proprietors

(if in adjustment) Less: Drawings

Less: Interest on drawings

Less: Net Loss Less: Income tax Reserve and Funds

General reserve

Reserve funds

Contingency reserve

Provident fund

Employees compensation fund

provision for taxation

Current Assets:

cash-in-hand

cash-at-bank

Debtors or sundry debtors or book debt

debts

stock or inventory

Goods sent on consignment

Bills or Notes receivable

Short term or trade investment

prepaid expenses
Accrued income

Investments:

Details of investment Long term investment

loans granted

Fixed Assets:

Land & Building or

Freehold premises machinery or

Plant and machinery
Equipment or

Tools and Equipment or loose tools or

Furniture or Fixtures or Fixtures and fittings or

Vehicles- truck, car ,vans, tempo, scooter,

cycle etc.

Horse and carts

Live-stock(animals)

Goodwill

Patents and trade Mark

Miscellaneous expenses:

Advertising suspense

Discount on issue of shares

Discount on issue of debentures