

# Chapter 4 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:

2018		₹
Jan. 1	Bought Computer Mouse (4 Nos.) vide Cash Memo No.338*	6,000
Jan. 8	Wages paid for the month of December, 2016	10,000
Jan. 12	Purchased two Desktop Computers from M/s. Computech for cash vide Cash Memo No. 170*	32,500
Jan. 25	Paid cash to Hari & Sons vide receipt No. 102 for repairs*	1,000
Jan. 28	Paid postage	200
Jan. 30	Cash withdrawn from bank	10,000

Transactions marked with \* are subject to levy of CGST and SGST @ 6% each.

Solution:

i.

<div style="border: 1px solid black; padding: 5px; text-align: center;">             Affix Revenue Stamp           </div>	<b>M/s GoodLuck Computers</b> Address : _____		
	Voucher No: _____		Date: 01 Jan 2018
			Amount (₹)
	Debit: Purchases A/c Input CGST A/c @ 6% Input SGST A/c @ 6% (Purchase of computer mouse vide cash Memo. No 338, paid CGST and SGST @ 6% each)	6,000 360 360	6,720
Total		6,720	
Sd/- Manager		Sd/- Accountant	

ii.

<div style="border: 1px solid black; padding: 5px; text-align: center;">             Affix Revenue Stamp           </div>	<b>M/s. GoodLuck Computers</b> Address: _____	
	Voucher No: _____	
	Date: 08 Jan 2018	
	Amount (₹)	
Debit: Wages A/c (Wages paid for the month of December 2017 vide Wage Sheet No. 39)	10,000	
Total	10,000	
Sd/- Manager	Sd/- Accountant	

iii.

<div style="border: 1px solid black; padding: 5px; text-align: center;">             Affix Revenue Stamp           </div>	<b>M/s GoodLuck Computers</b> Address : _____		
	Voucher No: _____		Date: 12 Jan 2018 Amount (₹)
	Debit: Purchases A/c Input CGST A/c @ 6% Input SGST A/c @ 6% (Purchases two Desktop Computers from M/s. Computech for Cash vide Cash Memo. No.170, paid CGST and SGST @ 6% each)	32,500 1,950 1,950	36,400
	Total		36,400
Sd/- Manager		Sd/- Accountant	

iv.

<div style="border: 1px solid black; padding: 5px; text-align: center;">             Affix Revenue Stamp           </div>	<b>M/s GoodLuck Computers</b> Address : _____		
	Voucher No: _____		Date: 25 Jan 2018 Amount (₹)
	Debit: Repairs A/c Input CGST A/c @ 6% Input SGST A/c @ 6% (Cash paid to Hari & Sons vide receipt No.102 for repairs, paid CGST and SGST @ 6% each)	1,000 60 60	1,120
	Total		1,120
Sd/- Manager		Sd/- Accountant	

V.

<p style="text-align: center;">Affix Revenue Stamp</p>	<p style="text-align: center;"><b>M/s. GoodLuck Computers</b></p> <p>Address: _____</p>	
	<p>Voucher No: _____</p>	<p>Date: 28 Jan 2018</p>
	<p>Debit: Cartage A/c (paid for cartage)</p>	<p style="text-align: right;">Amount (₹)</p> <p style="text-align: right;">200</p>
	<p style="text-align: right;">Total</p>	<p style="text-align: right;">200</p>
	<p>Sd/- Manager</p>	<p>Sd/- Accountant</p>

vi.

<div style="border: 1px solid black; padding: 5px; text-align: center;"> <b>Affix Revenue Stamp</b> </div>	<b>M/s. GoodLuck Computers</b> Address: _____	
	Voucher No: _____	Date: 30 Jan 2018
	Credit: Bank A/c (cash withdrawn from Bank)	Amount (₹) 10,000
	<b>Total</b>	<b>10,000</b>
	Sd/- Manager	Sd/- Accountant

Question 2.

Prepare the Accounting Vouchers for the following transactions:

<b>2018</b>	
Jan. 1	Started business with cash ₹ 2,00,000
Jan. 1	Purchased furniture for ₹ 10,000 vide Cash Memo No. 210*
Jan. 5	Opened a Bank Account in Canara Bank with ₹ 60,000
Jan. 10	Purchased garments on credit from M/s. Madras Store for ₹ 20,000 vide Bill No. 291*
Jan. 12	Sold shirts to Ram Parkash on credit ₹ 5,000 vide Bill No. 1*
Jan. 15	Sold shirts for cash ₹ 7,000 vide Cash Memo No. 1*
Jan. 20	Withdrew from bank for office use by cheque No. 23301 ₹ 20,000 Withdrew ₹ 5,000 for personal use by cheque No. 51003
Jan. 27	

Transactions marked with \* are subject to levy of CGST and SGST @ 6% each.  
Solution:

i.

Name _____ Address : _____ Voucher No: _____			Date: 01 Jan 2018 Amount (₹)
Credit: Capital A/c (Being business started with cash)		2,00,000	
Total		2,00,000	
Sd/- Manager		Sd/- Accountant	

ii.

Received ₹ ----- ----- ----- <div style="border: 1px solid black; padding: 5px; margin-top: 20px; text-align: center;">           Affix Revenue Stamp         </div>	Name _____ Address : _____ Voucher No: _____			Date: 01 Jan 2018 Amount (₹)
	Debit: Furniture A/c Input CGST A/c @ 6% Input SGST A/c @ 6% (Purchased Furniture for ₹1,000 vide cash Memo No. 210, paid CGST & SGST @ 6% each)	10,000 600 600	11,200	
	Total		11,200	
	Sd/- Manager		Sd/- Accountant	

iii.

<div style="border: 1px solid black; padding: 5px; width: fit-content; margin: 0 auto;">             Affix Revenue Stamp           </div>	Name _____ Address : _____		
	Voucher No: _____		Date: 05 Jan 2018
			Amount (₹)
	Debit: Bank A/c (Opened bank A/c in Canara bank)		60,000
Total			60,000
Sd/- Manager		Sd/- Accountant	

iv.

Name _____ Address : _____		
Voucher No: _____		Date: 10 Jan 2018
		Amount (₹)
Debit: Purchases A/c	20,000	
Input CGST A/c @ 6%	1,200	
Input SGST A/c @ 6%	1,200	22,400
Credit: M/s Madras Store A/c (Garments purchased vide bill No. 291, payable CGST and SGST @ 6% each)		22,400
Total		22,400
Sd/- Manager		Sd/- Accountant

v.

Name _____		
Voucher No: _____		Date: 12 Jan 2018
Address : _____		
Amount (₹)		
Debit: Ram Prakash A/c		5,000
Credit: Sale A/c	5,000	
Output CGST A/c @ 6%	300	
Output SGST A/c @ 6%	300	5,600
(Sale of shirts on credit vide bill No. 1, payable CGST and SGST @ 6% each)		
Total		5,600
Sd/- Manager		Sd/- Accountant

vi.

Name _____		
Voucher No: _____		Date: 15 Jan 2018
Address : _____		
Amount (₹)		
Credit: Sale A/c	7,000	
Output CGST A/c @ 6%	420	
Output SGST A/c @ 6%	420	7,840
(Sold shirt vide Cash Memo No. 1, paid CGST and SGST @ 6% each)		
Total		7,840
Sd/- Manager		Sd/- Accountant



vii.

Name _____		
Voucher No: _____	Address : _____	Date: 20 Jan 2018
		Amount (₹)
Credit: Bank A/c (Withdrew from bank by Cheque No. 23301)		20,000
Total		20,000
Sd/- Manager	Sd/- Accountant	

viii.

<div style="border: 1px dashed black; padding: 5px;">Received ₹</div> <div style="border: 1px solid black; padding: 5px; margin-top: 20px;">Affix Revenue Stamp</div>	Name _____	
	Address : _____	
	Voucher No: _____	Date: 27 Jan 2018
	Amount (₹)	
	Debit: Drawing A/c (Withdrew for Personal use by Cheque No. 51003)	
	Total	5,000
	Sd/- Manager	Sd/- Accountant

Question 3.

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

2018		₹
Jan. 1	Bought computer for resale for cash vide Cash Memo No. 512*	7,200
Jan. 8	Salary paid for the month of December, 2017	10,000
Jan. 10	Sold computer for cash vide Cash Memo No. 64*	12,000
Jan. 15	Withdraw cash from bank for office use vide cheque No.13456	1,700

Transactions marked with \* are subject to levy of CGST and SGST @ 6% each.

Solution:

i.

<div style="border: 1px solid black; padding: 5px; text-align: center;">             Affix Revenue Stamp           </div>	M/s Computer Aids		
	Address : _____		
	Voucher No: _____		Date: 01 Jan 2018
	Amount (₹)		
	Debit: Purchases A/c	7,200	
	Input CGST A/c @ 6%	432	
	Input SGST A/c @ 6%	432	
	(Purchase computer for resale vide cash Memo. No 512, paid CGST and SGST @ 6% each)		8,064
	Total		8,064
	Sd/- Manager		Sd/- Accountant

ii.

<div style="border: 1px solid black; padding: 5px; text-align: center;">             Affix Revenue Stamp           </div>	M/s Computer Aids		
	Address : _____		
	Voucher No: _____		Date: 08 Jan 2018
	Amount (₹)		
	Debit: Salary A/c		10,000
	(Salary paid for the month of December, 2017)		
	Total		10,000
	Sd/- Manager		Sd/- Accountant

iii.

<b>M/s Computer Aids</b>		
Voucher No: _____	Address : _____	Date: 10 Jan 2018
		Amount (₹)
Credit: Sales A/c Output CGST A/c @6% Output SGST A/c @6% (Computer sold vide cash Memo No. 64, paid CGST and SGST @ 6% each)	12,000 720 720	13,440
<b>Total</b>		<b>13,440</b>
Sd/- Manager	Sd/- Accountant	

iv.

<b>M/s Computer Aids</b>		
Voucher No. _____	Address: _____	Date: 15 Jan 2018
		Amount (₹)
Credit: Bank A/c (Cash withdrawn from bank vide cheque no. 13456)		1,700
<b>Total</b>		<b>1,700</b>
Sd/- Manager	Sd/- Accountant	

Question 4.

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

2018		₹
Jan. 1	Bought furniture from Modern Furniture for cash vide Cash Memo No. 241*	7,500
Jan. 8	Paid cash to Mani & Sons for purchase of 2 machines vide Cash Memo No. 1230*	5,000
Jan. 20	Paid for conveyance	150
Jan. 27	Sold old typewriter for cash vide cash receipt No. 314*	500

Transactions marked with \* are subject to levy of CGST and SGST @ 6% each.

Solution:

i.

<div style="border: 1px solid black; padding: 5px; text-align: center;">             Affix Revenue Stamp           </div>	<b>M/s Elegant Furniture</b> Address : _____		
	Voucher No: _____		Date: 01 Jan 2018
	Amount (₹)		
	Debit: Furniture A/c Input CGST A/c @ 6% Input SGST A/c @ 6% (Furniture purchased from Modern Furniture for cash vide cash memo no.241, paid CGST and SGST @ 6% each)	7,500 450 450	8,400
Total		8,400	
Sd/- Manager		Sd/- Accountant	

ii.

<div style="border: 1px solid black; padding: 5px; text-align: center;">             Affix Revenue Stamp           </div>	<b>M/s Elegant Furniture</b> Address : _____		
	Voucher No: _____		Date: 08 Jan 2018
	Amount (₹)		
	Debit: Machinery A/c Input CGST A/c @ 6% Input SGST A/c @ 6% (2 Machines purchased from Mani & Sons for cash vide cash memo no 1230, paid CGST and SGST @ 6% each)	5,000 300 300	5,600
Total		5,600	
Sd/- Manager		Sd/- Accountant	

iii.

<div style="text-align: center;"> <p>Received ₹</p> <p>.....</p> <p>Affix Revenue Stamp</p> </div>	<b>M/s Elegant Furniture</b> Address: _____	
	Voucher No: _____ Date: 20 Jan 2018	
	Debit: Conveyance A/c (paid for conveyance)	Amount (₹) 150
	<b>Total</b>	<b>150</b>
Sd/- Manager		Sd/- Accountant

iv.

<b>M/s Elegant Furniture</b> Address : _____		
Voucher No: _____		Date: 27 Jan 2018
		Amount (₹)
Credit: Typewriter A/c Output CGST A/c @6% Output SGST A/c @6% (Sold Typewriter for cash vide cash receipt no, 314, paid CGST and SGST @ 6% each)	500 30 30	560
<b>Total</b>		<b>560</b>
Sd/- Manager		Sd/- Accountant

Question 5.

Prepare the Vouchers:

2018		₹
Jan. 5	Received cash from Wahi & Co. on account vide Cash receipt No. 551	10,000
Jan. 10	Commission received vide Cash receipt No. 520*	10,000
Jan. 15	Sold leather purses for cash vide Cash Memo Nos. 307-310*	6,000
Jan. 24	Sold two old machines vide Cash Memo No. 1560*	3,000

Transactions marked with \* are subject to levy of CGST and SGST @ 6% each.

Solution:

i.

Name : _____ Address : _____		
Voucher No: _____	Date: 05 Jan 2018	
Amount (₹)		
Credit: Wahi & Co. (Cash received from Wahi & Co. vide cash receipt No. 551)		10,000
Total		10,000
<div style="display: flex; justify-content: space-between;"> <span>Sd/- Manager</span> <span>Sd/- Accountant</span> </div>		

ii.

Name : _____ Address : _____		
Voucher No: _____	Date: 10 Jan 2018	
Amount (₹)		
Credit: Commission A/c Output CGST A/c @6% Output SGST A/c @6% (Commission received vide cash receipt no 520, paid CGST and SGST @ 6% each)	10,000 600 600	11,200
Total		11,200
<div style="display: flex; justify-content: space-between;"> <span>Sd/- Manager</span> <span>Sd/- Accountant</span> </div>		

iii.

Name : _____		
Voucher No: _____	Address : _____	Date: 15 Jan 2018
Amount (₹)		
Credit: Sales A/c Output CGST A/c @6% Output SGST A/c @6% (Sale of leather purses for cash vide cash memo no 307-310, paid CGST and SGST @ 6% each)	6,000 360 360	6,720
Total		6,720
Sd/- Manager		Sd/- Accountant

iv.

Name : _____		
Voucher No: _____	Address : _____	Date: 24 Jan 2018
Amount (₹)		
Credit: Machinery A/c Output CGST A/c @6% Output SGST A/c @6% (Sale of two old machines vide cash memo no. 1560, paid CGST and SGST @ 6% each)	3,000 180 180	3,360
Total		3,360
Sd/- Manager		Sd/- Accountant

Question 6.

Prepare the Transfer Vouchers from the books of Mangla Agencies, Faridabad, Haryana from the Source Vouchers:

2018		₹
Jan.7	Purchased goods from M/s. Eufora New Delhi vide Bill No. 912, paid IGST @ 12%	4,700
Jan. 11	Sold goods to M/s. Yardley, Faridabad, Haryana vide Bill No. 31596, charged CGST and SGST @ 6% each	5,000
Jan. 31	Depreciation charged on building @ 10% on ₹ 2,00,000	20,000

Solution:

i.

Name : _____		
Voucher No: _____	Address : _____	Date: 07 Jan 2018
Amount (₹)		
Debit: Purchase A/c Input IGST A/c @12% (Purchased goods vide bill No. 912, paid IGST @ 12%)	4,700 564	5,264
Total		5,264
Sd/- Manager		Sd/- Accountant

ii.

Name : _____		
Voucher No: _____	Address : _____	Date: 11 Jan 2018
Amount (₹)		
Credit: Sales A/c Output CGST A/c @6% Output SGST A/c @6% (Sale of goods on credit Faridabad, Haryana vide bill no. 31596, paid CGST and SGST @ 6% each)	5,000 300 300	5,600
Total		5,600
Sd/- Manager		Sd/- Accountant

iii.

Name _____		
Address: _____		
Voucher No. _____	Date: 31 Jan 2018	
Amount (₹)		
Debit: Depreciation A/c	20,000	
	20,000	
Credit: Building A/c (Charged depreciation on building @10% on ₹2,00,000)	20,000	
	20,000	
Sd/- Manager		Sd/- Accountant