

BAL BHARATI PUBLIC SCHOOL

Ganga Ram Hospital Marg, New Delhi-60

CLASS –XI  
ASSIGNMENT- 15

SUBJECT – ACCOUNTANCY  
TOPIC – PROJECT WORK

Mr Amit Kapoor started his business under the name of Amit Groups & Sons, at Andheri Road, Mumbai, on April 1, 2010, to deal in stationery items. He introduced Rs. 5,00,000 as capital out of which Rs. 2,00,000 was in cash and balance by cheque. Enclosed herewith are the original papers relating to his business transactions for the month of April, 2010.

**Transaction 1**

Amit deposited Rs. 3 lacs in his Axis Bank account.

**Transaction 2**

Oberoi & Co. Furniture, Mount Road, Mumbai				
M/s Amit Groups & Sons, Mumbai				2 <sup>nd</sup> April, 2010
Bill No. 750				
S.No.	Particulars	Quantity	Rate	Amount
1.	Chairs	10	300	3,000
2.	Shelves	15	1,000	15,000
3.	Tables	10	500	5,000
4.	Show case	5	5,000	25,000
				48,000
		Less:10%		4,800
		Net Amt.		43,200
	<b>Rupees Forty Three Thousand Two Hundred Only</b>			
<b>E. &amp; O. EFor Oberoi &amp; Co.</b>				

**Transaction 3**

Stationery Mart Navi Mumbai	
Cash Memo (Original)	
M/s Amit Groups & Sons, Mumbai	3 <sup>rd</sup> April, 2010
Particulars	Amt.
100 Packets of Pencil @ Rs.10 each	1,000

100 Packets of Erasers @ Rs.20 each	2,000
50 Packets of Registers @ Rs.240 each	12,000
100 Packets of Stickers @ Rs.10 each	1,000
<b>Rupees Sixteen Thousand Only</b>	16,000
<b>Received by cheque No. 12345 on Axis Bank, Chennai</b>	
<b>For Stationery Mart</b>	

**Transaction 4**

R.Kumar & Bros. Dealers in Office Equipment Central Mumbai Cash Memo (Original)	
M/s Amit Group & Sons, Mumbai	5 <sup>th</sup> April,2010
Particulars	Amt.(Rs.)
One Computer & Printer	40,000
One Camera	15,000
<b>Rupees Fifty Five Thousand Only</b>	55,000
<b>Received in full vide Cheque No. 12346 on Axis Bank, Mumbai</b>	
<b>For R.Kumar &amp; Bros.</b>	

**Transaction 5**

Naveen Trading Co. 134, Abid Road, Hyderabad	
M/s Amit Group & Sons, Mumbai	Invoice No. 231 5 <sup>th</sup> April,2010
Particulars	Amt. (Rs.)
50 files cover @ Rs.10 per piece	500
200 packets of stickers @ Rs.10 each	2,000
	2,500
<b>Less: 10% Discount</b>	250
<b>Rupees Two Thousand and Two Hundred Fifty Only</b>	2,250
<b>E.&amp; O.E</b>	<b>For Naveen Trading Co.</b>

**Transaction 6**

Amit Group & Sons Andheri Road, Mumbai Cash Memo	
	6 <sup>th</sup> April, 2010
Particulars	Amt. (Rs.)
300 Pieces of chart paper @ Rs. 5/piece	1,500
<b>Less: Cash discount</b>	100
<b>Rupees Fourteen Hundred only</b>	1,400
<b>Received vide Cheque No. 481325 on SBI</b>	

For Amit Group &amp; Sons

**Transaction 7**On 7<sup>th</sup> April, 2010

Name plates were purchased &amp; engraving charges Rs. 1,250 paid in cash.

**Transaction 8**On 8<sup>th</sup> April, 2010

Cash paid Rs. 2,500 for advertisement in newspaper.

**Transaction 9**

Amit Group Andheri Road, Mumbai		Invoice No.1 9 <sup>th</sup> April, 2010
M/s Narayan & Sons, Chennai Order No.48		
Particulars	Amt. (Rs.)	
400 Pieces of charts @Rs. 5/piece	2,000	
200 Packets of pens @Rs 20/packet	4,000	
50 Packets of scissors @ Rs. 30/packet	1,500	
<b>Rupees Seven Thousand Five Hundred Only</b>	<b>7,500</b>	
<b>E. &amp; O. E.For Amit Group &amp; Sons</b>		

**Transaction 10**

Oberoi & Co. Mount Road, Mumbai		10 <sup>th</sup> April 2010
No. 1234	Receipt (Original)	
Received with thanks from M/s Amit Group and Sons, Chennai sum of Rs. 5000 only, as part payment of Bill No. 750 dated April 2, 2010 through cheque no. 12347 on Axis Bank Limited, Mumbai.		
<b>For Oberoi &amp; Co.</b>		

**Transaction 11**

Amit Group & Sons Sayaji Road, Chennai		Invoice No. 2 11 <sup>th</sup> April 2010
M/s Sawan Brothers, Mumbai Series No. 72		
Particulars	Amt. (Rs.)	
50 books of English @ Rs. 100 each	5,000	
Less Trade Discount	500	
<b>Rupees Four Thousand Five Hundred only</b>	<b>4,500</b>	
Goods sent by Transport		
<b>For Amit Group &amp; Sons</b>		

**Transaction 12**

Received Rs. 5000 as part payment against Bill no. 1, dated April 9, 2010, vide cheque no. 48257 on The Canara Bank, Mumbai

**Transaction 13**

Naveen Trading Co. 134, Abid Road, Hyderabad		
M/s Amit Group & Sons, Invoice no. 287 Andheri Road, Mumbai	13 <sup>th</sup> April, 2010	
Order No. 25		
Particulars	Amt. (Rs.)	
80 books of Hindi @ Rs. 200 each	16,000	
<b>Rupees Sixteen Thousand only</b>	<b>16,000</b>	
<b>E. &amp; O. E. For Naveen Trading &amp; Co.</b>		

**Transaction 14**

On April 14, 2010

Carriage Paid Rs. 150 for unloading goods at shed and transportation to godown and payment made in cash.

**Transaction 15**

Rama & Sons Santa Cruz, Mumbai		15 <sup>th</sup> April, 2010
Cash Memo (Duplicate)		
Particulars	Amt. (Rs.)	
50 sets of Gel Pens @ Rs. 20 each	1,000	
<b>Rupees One Thousand only</b>	1,000	
Received Cash		
<b>For Rama &amp; Sons</b>		

**Transaction 16**

Bills of exchange Mumbai		16 <sup>th</sup> April, 2010
Stamp		
One month after date pay M/s Amit Group & Sons or order the sum of Rs. 2000 only, value received.		
		For Amit Group & Sons Amit
Rs. 2000		
To		
M/s Sawan Brothers, Mumbai		

In addition to the above, allowed M/s Sawan Brothers a discount of Rs. 100.

**Transaction 17**

On April 24, 2010

Mr Amit withdrew Rs. 2000 from bank account for personal uses vide cheque no. 12348.

**Transaction 18**

On April 25, 2010

Premium paid Rs. 1000 for fire insurance for the year by cheque no. 12349.

### Transaction 19

Rs. 16000	Promissory note Mumbai	25 <sup>th</sup> April, 2010
Two months after date, I/We promise to pay M/s Naveen Trading Co. or order sum of Rs. 16000 only for the value received. For Amit Group & Sons Amit		

### Transaction 20

On 30<sup>th</sup> April, 2010

Amount paid by cheque no. 12350, Rs. 2500 for printing of receipt books, cash memos and letterheads.

### Transaction 21

On 30<sup>th</sup> April 2010

Salary of Rs. 5000 paid to salesman for the month of April, by cheque numbered 12351.

### Event as on 30<sup>th</sup> April, 2010

Inventory was counted and valued Rs. 50,000.

**Prepare vouchers for each financial transaction and then enter the transactions in the journal, post them into ledger, balance the accounts, draw up a trial balance and prepare the final accounts.**