Subsidiary Books III - Petty Cash Book-2

Model Exam Question paper - 2

11th Standard

Accountancy

Reg.No. : | | | | | | |

I.Answer all the questions

Time : 00:45:00 Hrs | Total Marks : 30

Part-A | 2 x 1 = 2

1) The balance in the petty cash book is

(a) an asset (b) a liability (c) an income

2) on Jan. 1st 2002, Rs. 1,000 given to petty cashier. He has spent Rs. 860 during the month of January. On Feb 1st to make the impreset, he will receive cheque for Rs............

(a) Rs. 1,000 (b) Rs. 860 (c) Rs. 1,860

Part-B
5 x 2 = 10

3) What is petty cash book?

4) What purpose does an analytical petty cash book serve?

5) How to balance the Pretty Cash Book?

6) Explain the imprest system.

7) Write notes on posting the petty cash book.

Part-C
1 x 3 = 3

8) What are the advantages of petty cash book?

Part-D
3 x 5 = 15

9) Petty cash book is kept on Imprest system, the amount of imprest being Rs.1,000 and has seven analysis columns for Postage and Telegrams, Printing and Stationery, Travelling Expenses, Repairs, Carriage, Sundry Expenses and Personal Accounts. Enter the following transactions

2003			**Rs.**
March	1	Petty cash in hand	350
	1	Received cash to makeup imprest	650
	3	Paid for stationery	155
	5	Paid office expenses	78
	8	Bought stamps	50
	13	Paid for railway fare	256
	16	Paid to Shankar	100
	20	Paid for carriage	45
	25	Paid for printing charges	175
	27	Paid for telegram	65

10) Record the following transactions in the analytical petty cash book of Mr.Manoharan. Balance the book on 6th May, 2003. Give Journal entries and post the balances to concerned ledger accounts

2003			**Rs.**
May	1	Received for petty cash payment	1,500
	2	Paid taxi hire	250
	3	Bought stamps	75
	4	Paid for carriage	120
	4	Paid for Telegrams	75
	4	Paid for auto	125
	5	Paid for carriage	300
	6	Bought revenue stamps	50

11) Prepare Petty Cash Book on imprest system from the following particulars.

2003			**Rs.**
Sept	1	Received for petty cash payments	1000
	4	Paid for stationery	140
	9	Paid for postage	80
	10	Paid for printing charges	150
	11	Paid for carriage	125
	17	Paid for telegrams	25
	20	Purchased envelops	30
	21	Paid for coffee to office staff	30
	22	Paid for office cleaning	50
	30	Paid to Rajesh	200

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