

# Adjusted Ledger Entries Report

Report Date: 2024-06-15  
Prepared By: Jane Doe  
Account Period: May 2024  
Company: Sample Corp

## Adjusted Entries

Date	Account	Description	Reference	Debit	Credit
2024-05-03	1010 - Cash	Bank deposit correction	ADJ#001	2,000.00	
2024-05-03	4010 - Sales Revenue	Bank deposit correction	ADJ#001		2,000.00
2024-05-12	5310 - Utilities Expense	Accrued utilities expense	ADJ#002	900.00	
2024-05-12	2100 - Accrued Expenses	Accrued utilities expense	ADJ#002		900.00
2024-05-28	2010 - Accounts Payable	Correct misposted payable	ADJ#003	550.00	
2024-05-28	3010 - Retained Earnings	Correct misposted payable	ADJ#003		550.00

### Important Notes:

- Adjusted ledger entries are made to correct errors and post accrued or deferred items at period end.
- Each adjustment should be properly referenced and include supporting documentation.
- All adjustments must maintain the accounting equation and have balanced debits and credits.
- This report supports transparency and ensures the accuracy of financial statements.
- Authorization from relevant management is often required before adjustments are posted.