

Cash Flow Ledger

Date: 2024-06-07
Ledger No.: CFL-0245
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Reviewed by: Priya Patel

Cash Flow Records

Date	Description	Reference	Inflows (â,¹)	Outflows (â,¹)	Balance (â,¹)
2024-06-01	Opening Balance	-	50,000	-	50,000
2024-06-03	Sales Income	INV-0132	20,000	-	70,000
2024-06-04	Office Supplies Purchase	EXP-0098	-	4,500	65,500
2024-06-05	Consulting Services	EXP-0099	-	7,000	58,500
2024-06-05	Bank Interest Received	INT-0204	900	-	59,400
2024-06-06	Salary Payment	PAY-0050	-	28,000	31,400
Total			70,900	39,500	31,400

Important Notes

- This document records all cash inflows and outflows for accurate financial monitoring.
- Ensure all transactions are supported by appropriate references and documents.
- Regularly update and review the ledger to maintain financial transparency.
- Maintain supporting vouchers and receipts for audit purposes.
- Closing balance must reconcile with physical and bank cash balances.