

Automated Contra Voucher

Voucher No.	CV-2024-0015	Voucher Date	2024-06-20
Ledger Type	Digital Cash Management	Prepared By	John Smith
Branch/Location	Main Office	Approved By	Jane Doe

Contra Entries

Sr. No.	Account Name	Description	Debit (₹)	Credit (₹)
1	SBI Bank Account	Funds Transferred to HDFC Bank	100,000.00	-
2	HDFC Bank Account	Funds Received from SBI Bank	-	100,000.00
Total			100,000.00	100,000.00

Narration: Being funds transferred from SBI Bank Account to HDFC Bank Account as per management instructions.

Reference/Documents: Internal Transfer Doc #INT20240620; Approval Email

Prepared By

Checked By

Approved By

Important Notes:

- Automated Contra Vouchers record fund transfers within the same entity (e.g., between banks, cash to bank, etc.).
- No outside party is involved in a contra voucher; transactions reflect internal fund movement only.
- Proper authorization and supporting documents are required for audit trails.
- Ensure ledger entries are balanced in debit and credit columns.
- This voucher format is optimized for digital ledger automation and record-keeping.