

Standard Ledger Statement

Business Name: ABC Enterprises Ltd.
Statement Period: Jan 1, 2024 – Jan 31, 2024
Prepared Date: Feb 3, 2024

Ledger Account: Cash
Account Number: 00012345
Currency: USD

Date	Voucher No.	Description	Debit (Dr)	Credit (Cr)	Balance
2024-01-01	OPB01	Opening Balance			5,000.00
2024-01-04	RV1003	Sales Receipt - Invoice #IN001	1,200.00		6,200.00
2024-01-10	PV2101	Payment to Supplier - Inv #SV562		738.00	5,462.00
2024-01-15	RV1021	Customer Payment - Invoice #IN002	900.00		6,362.00
2024-01-22	PV2110	Office Rent		1,500.00	4,862.00
2024-01-30	JV3012	Correction Entry		62.00	4,800.00
Totals			2,100.00	2,300.00	4,800.00

Important Notes

- The ledger statement provides a chronological record of all transactions affecting a specific account during the period.
- Each entry should be supported by valid documents (invoices, vouchers, receipts).
- Periodic reconciliation of ledger balances is essential to ensure accuracy.
- This document is crucial for financial reporting, audits, and tax purposes.
- Unauthorized alterations or entries may invalidate the statement.