

General Ledger Account Statement

Account Name: Cash at Bank
Account No: 101-0001
Reporting Period: 01 Jan 2024 – 31 Jan 2024
Prepared on: 15 Feb 2024

Date	Description	Reference	Debit	Credit	Balance
01-Jan-2024	Opening Balance	-	10,000.00	-	10,000.00
04-Jan-2024	Invoice Payment (Customer A)	RCPT-085	2,500.00	-	12,500.00
08-Jan-2024	Office Supplies Purchase	BILL-0062	-	350.00	12,150.00
12-Jan-2024	Bank Transfer (Vendor B)	TRF-103	-	1,000.00	11,150.00
21-Jan-2024	Salary Payment	PAY-015	-	4,000.00	7,150.00
27-Jan-2024	Interest Received	INT-002	120.00	-	7,270.00
31-Jan-2024	Bank Fee	BANK-CHG	-	25.00	7,245.00
Total Debit			12,620.00		
Total Credit				5,375.00	
Closing Balance					7,245.00

- This statement reflects only the transactions posted in the specified reporting period.
- Balances are computed after each transaction entry.
- Please verify all entries; report discrepancies to the finance department for resolution.
- The closing balance should reconcile with the ending balance in bank or cash records for the period.
- This document forms the basis for both internal review and external audits.