

# Three-Column Ledger Account Format

## Sample Ledger Account: Cash Account

| Date       | Particulars  | Journal Folio | Debit (â,¹) | Credit (â,¹) | Balance (â,¹) |
|------------|--------------|---------------|-------------|--------------|---------------|
| 2024-06-01 | Balance b/d  | J1            | 25,000      |              | 25,000 Dr     |
| 2024-06-02 | Sales        | J3            | 12,000      |              | 37,000 Dr     |
| 2024-06-03 | Rent Paid    | J6            |             | 3,000        | 34,000 Dr     |
| 2024-06-07 | Purchase     | J8            |             | 8,000        | 26,000 Dr     |
| 2024-06-09 | Bank Deposit | J10           |             | 15,000       | 11,000 Dr     |
| 2024-06-30 | Balance c/d  | -             |             |              | 11,000 Dr     |

- The three-column ledger format displays Debit, Credit, and Balance columns for each transaction.
- Balances are updated after every transaction to reflect real-time position.
- It assists in error detection and provides clearer tracking of account changes.
- Commonly used in manual accounting systems for comprehensive recording.
- Consistency in date and reference columns (Journal Folio) improves traceability.