

# General Ledger Sheet

Account Name: **Cash**  
Period: **01/06/2024 - 30/06/2024**

Account No.: **1010**  
Currency: **USD**

DATE	VOUCHER NO.	DESCRIPTION	DEBIT	CREDIT	BALANCE
01/06/2024	JV001	Opening Balance	5,000.00		5,000.00
03/06/2024	CR002	Customer Payment	2,000.00		7,000.00
05/06/2024	PY003	Office Supplies		500.00	6,500.00
10/06/2024	CR004	Sales Revenue	1,500.00		8,000.00
15/06/2024	PY005	Utilities Payment		800.00	7,200.00
20/06/2024	PY006	Salary Expense		1,000.00	6,200.00
25/06/2024	CR007	Miscellaneous Income	250.00		6,450.00
30/06/2024	---	Closing Balance			6,450.00

Notes:

- This sheet summarizes all transactions affecting a specific ledger account for the period.
- Each entry reflects date, voucher/document number, description, debit, credit, and running balance.
- It is essential for tracking account balances and supporting financial statements.
- Accurate record-keeping helps ensure compliance and supports reconciliation processes.
- All vouchers and descriptions should be properly filled for audit and reference.