

- 1 Gurjit is a trader. During January 2024, the following transactions took place.

January 4 Cash sales, \$640, were paid directly into the bank account

7 Paid Sandy \$551 by credit transfer, having deducted 5% cash discount

13 Paid cash, \$120, for wages

19 Received payment by cheque, \$415, from Uma

21 Paid Viraj \$194 by telephone transfer, in full settlement of an invoice for \$200

25 Withdrew cash from the bank, \$100, for business use

REQUIRED

- (a) Prepare Gurjit's cash book on the page opposite.
Balance the cash book and bring down the balances at 1 February 2024.

