



- 1 Anika started in business on 1 March 2024, but she did not start to keep full book-keeping records until 1 March 2025.

Anika's assets and liabilities at 1 March 2025 were:

	\$
Premises	90 000
Motor vehicle	14 500
Inventory	3 625
Trade receivables:	
Kofi	3 000
Davia	2 140
Petty cash	86
Bank overdraft	1 080
Trade payables:	
Ado	1 925
Sam	210

REQUIRED

- (a) Prepare the opening journal entry at 1 March 2025. A narrative **is** required.

Anika Journal

Date	Details	\$	\$
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[4]





Anika decided to maintain a petty cash book using the imprest system. The imprest amount is \$150. On 1 March 2025, Anika drew the amount required for petty cash from the bank account.

During March 2025, Anika made the following payments from petty cash.

March	6	Paid for petrol, \$30
	10	Paid for computer paper, \$12
	17	Paid Sam, \$48, on account
	21	Paid for postage, \$6
	28	Paid for car cleaning, \$8

REQUIRED

(b) Prepare Anika's petty cash book on **page 5** for the month of March 2025.

Balance the petty cash book, bring down the balance on 1 April 2025 and restore the imprest.



Anika
Petty Cash Book[illegible]



On 21 March 2025, Anika purchased goods on credit from Sam, list price \$120, subject to a trade discount of 5%. On 25 March 2025, Anika returned half of these goods.

REQUIRED

(c) Prepare the account for Sam in the books of Anika for March 2025. Balance the account and bring down the balance at 1 April 2025.

Anika
Sam account

Date	Details	\$	Date	Details	\$
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[5]

[Total: 20]



Question	Answer				Marks
1(a)	Anika Journal				4
	Date	Details	Debit \$	Credit \$	
	2025 March 1	Premises Motor vehicles Inventory Trade receivables –Kofi 			

PUBLISHED

Question	Answer	Marks																																																																																																		
1(b)	<div>Anika Petty Cash Book</div> <table><tr><th>Total received \$</th><th>Date 2025</th><th>Details</th><th>Total paid \$</th><th>Motor expenses \$</th><th>Office expenses \$</th><th>Ledger accounts \$</th></tr><tr><td>86</td><td>Mar 1</td><td>Balance b/d (1)</td><td></td><td></td><td></td><td></td></tr><tr><td>64</td><td></td><td>Bank (1)</td><td></td><td></td><td></td><td></td></tr><tr><td></td><td>6</td><td>Petrol (1)</td><td>30</td><td>30</td><td></td><td></td></tr><tr><td></td><td>10</td><td>Computer paper (1)</td><td>12</td><td></td><td>12</td><td></td></tr><tr><td></td><td>17</td><td>Sam (1)</td><td>48</td><td></td><td></td><td>48</td></tr><tr><td></td><td>21</td><td>Postage (1)</td><td>6</td><td></td><td>6</td><td></td></tr><tr><td></td><td>28</td><td>Car cleaning (1)</td><td>8</td><td>8</td><td></td><td></td></tr><tr><td></td><td></td><td></td><td>104</td><td>38</td><td>18</td><td>48</td></tr><tr><td></td><td></td><td></td><td>46</td><td></td><td></td><td></td></tr><tr><td></td><td>31</td><td>Balance c/d</td><td></td><td></td><td></td><td></td></tr><tr><td>150</td><td></td><td></td><td>150</td><td></td><td></td><td></td></tr><tr><td>46</td><td>Apr 1</td><td>Balance b/d (1)OF</td><td></td><td></td><td></td><td></td></tr><tr><td>104</td><td></td><td>Bank (1)OF</td><td></td><td></td><td></td><td></td></tr></table> <div>(1) dates (1) OF totalling analysis columns</div>	Total received \$	Date 2025	Details	Total paid \$	Motor expenses \$	Office expenses \$	Ledger accounts \$	86	Mar 1	Balance b/d (1)					64		Bank (1)						6	Petrol (1)	30	30				10	Computer paper (1)	12		12			17	Sam (1)	48			48		21	Postage (1)	6		6			28	Car cleaning (1)	8	8						104	38	18	48				46					31	Balance c/d					150			150				46	Apr 1	Balance b/d (1)OF					104		Bank (1)OF					11
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1(c)	<div>Anika Sam account</div> <table><tr><th>Date 2025</th><th>Details</th><th>\$</th><th>Date 2025</th><th>Details</th><th>\$</th></tr><tr><td>Mar 17</td><td>Petty cash (1)</td><td>48</td><td>Mar 1</td><td>Balance b/d (1)</td><td>210</td></tr><tr><td>25</td><td>Purchases returns (1)OF</td><td>57</td><td>21</td><td>Purchases (1)</td><td>114</td></tr><tr><td>31</td><td>Balance c/d</td><td>219</td><td></td><td></td><td></td></tr><tr><td></td><td></td><td>324</td><td></td><td></td><td>324</td></tr><tr><td></td><td></td><td></td><td>Apr 1</td><td>Balance b/d (1)OF</td><td>219</td></tr></table>	Date 2025	Details	\$	Date 2025	Details	\$	Mar 17	Petty cash (1)	48	Mar 1	Balance b/d (1)	210	25	Purchases returns (1)OF	57	21	Purchases (1)	114	31	Balance c/d	219						324			324				Apr 1	Balance b/d (1)OF	219	5																																																														
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