

- 1 Sid owns a business selling cars. He operates a petty cash system and maintains the float at \$350. The float is restored on the first day of each month from the business bank account.

Sid has provided the following information:

2025		\$
April 1	Balance b/d	350
3	Bought petrol	36
4	Bought tea, coffee and juice – for staff	34
9	Paid taxi fare for customer	24
11	Paid AB Autoparts, a credit supplier	78
12	Paid for printer paper	8
14	Paid window cleaner	30
27	Bought train ticket for member of staff	8.50
30	Paid office cleaner	45

REQUIRED

- (a) Prepare Sid's petty cash book for the month of April on **page 3**. Balance the petty cash book at 30 April 2025 and bring down the balance at 1 May 2025. Restore the float to the agreed level.



[illegible]



(b) State the name of the system used to maintain petty cash books.

..... [1]

(c) State **one** advantage of operating a petty cash account.

..... [1]

(d) State **two** reasons why there might be a difference between the balance on the petty cash account and the money in the petty cash box.

1 [2]

2 [2]

Sid made the following transactions during the month of May 2025:

- withdrew \$1500 cash from the business bank account for his own personal use
- bought car parts on credit from AB Autoparts. The list price of the parts was \$830 but was subject to 20% trade discount.

REQUIRED

(e) Show the journal entries to record these transactions. Narratives are **not** required.

Sid
Journal

Details	Debit \$	Credit \$
.....		
.....		
.....		
.....		

[4]

[Total: 20]



Question	Answer											Marks
1(a)	Date 2025	Details	Total received \$	Date 2025	Details	Total paid \$	Cleaning \$	Fuel \$	Office expense \$	Travel expense \$	Ledger accounts \$	12
	Apr 1	Balance	350.00	Apl 3	Fuel (1)	36.00		36.00				
				4	Tea, coffee, juice (1)	34.00			34.00			
				9	Taxi fare (1)	24.00				24.00		
				11	AB Autoparts (1)	78.00					78.00	
				12	Printer paper (1)	8.00			8.00			
				14	Window cleaning (1)	30.00	30.00					
				27	Train ticket (1)	8.50				8.50		
				30	Office cleaning (1)	45.00	45.00					
						263.50	75.00	36.00	42.00	32.50	78.00	
					86.50							
					350.00							
2025 May1	Balance b/d (1)OF Bank (1)OF	86.50 263.50		Balance c/d								
(1) Dates												
(1) OF Totalling analysis columns and total paid column												
1(b)	Imprest (1)											1
1(c)	Max 1 Reduces the number of entries in the cash book/reduces the number of entries in the general ledger (1) Reduces the possibility of theft/fraud (1) Provides training for junior employees (1) Reduces the workload of the chief cashier (1) Accept other valid responses											1

Question	Answer	Marks												
1(d)	Max 2 Overpayment/underpayment by petty cashier (1) Missing petty cash voucher/petty cash voucher not recorded (1) Error in recording entry in petty cash book (1) Fraud/theft (1) Accept other valid responses	2												
1(e)	Sid Journal <table><tr><th>Details</th><th>Debit \$</th><th>Credit \$</th><th></th></tr><tr><td>Drawings Bank</td><td>1 500</td><td>1 500</td><td>(1) (1)</td></tr><tr><td>Purchases AB Autoparts</td><td>664</td><td>664</td><td>(1) (1)</td></tr></table>	Details	Debit \$	Credit \$		Drawings Bank	1 500	1 500	(1) (1)	Purchases AB Autoparts	664	664	(1) (1)	4
Details	Debit \$	Credit \$												
Drawings Bank	1 500	1 500	(1) (1)											
Purchases AB Autoparts	664	664	(1) (1)											