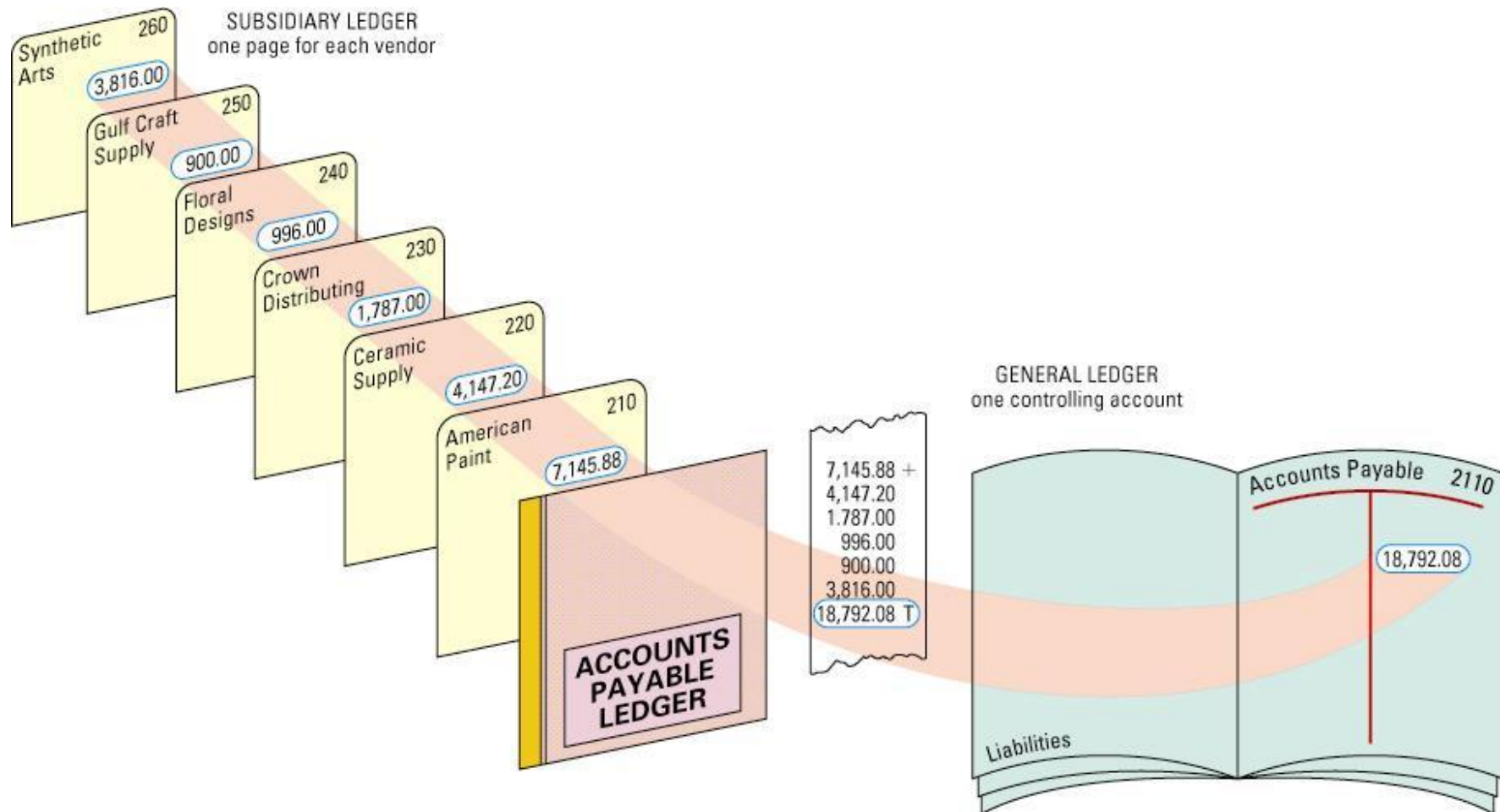


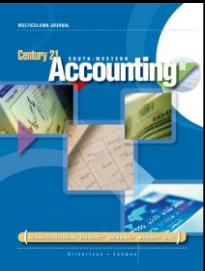
LESSON 11-1

Posting to an Accounts Payable Ledger

ACCOUNTS PAYABLE LEDGER AND GENERAL LEDGER CONTROLLING ACCOUNT

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ACCOUNTS PAYABLE LEDGER FORMS

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DATE		ITEM	POST. REF.	DEBIT			CREDIT			CREDIT BALANCE
VENDOR <i>Ceramic Supply</i>				VENDOR NO. 220						
Nov. 1		Balance	✓							580800

1. Write the vendor name.
2. Write the vendor number.
3. Write the date.
4. Write the word *Balance*.
5. Place a check mark in the Post. Ref. column.
6. Write the balance.

POSTING FROM A PURCHASES JOURNAL TO AN ACCOUNTS PAYABLE LEDGER

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PURCHASES JOURNAL										2	PAGE 11
DATE	ACCOUNT CREDITED		PURCH. NO.	POST. REF.	PURCHASES DR. ACCTS. PAY. CR.						
1 Nov. 20--	2	Crown Distributing	83	230	203900	1					
2											

VENDOR Crown Distributing										VENDOR NO. 230	
DATE	ITEM	POST. REF.	DEBIT	CREDIT	CREDIT BALANCE						
Nov. 20--	2	P11		203900	203900						

1. Write the date.
2. Write the journal page number.
3. Write the credit amount.
4. Write the new account balance.
5. Write the vendor number.

POSTING FROM A CASH PAYMENTS JOURNAL TO AN ACCOUNTS PAYABLE LEDGER

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CASH PAYMENTS JOURNAL										PAGE 21
DATE	ACCOUNT TITLE	CK. NO.	POST. REF.	GENERAL		ACCOUNTS PAYABLE DEBIT	PURCHASES DISCOUNT CREDIT	CASH CREDIT		
				DEBIT	CREDIT					
5	7 Synthetic Arts	294	260			105 000		105 000	5	

VENDOR Synthetic Arts							VENDOR NO. 260
DATE	ITEM	POST. REF.	DEBIT	CREDIT	CREDIT BALANCE		
Oct. 7		P10		105 000	105 000		
Nov. 5		P11		381 600	486 600		
	7	CP21	105 000		381 600		

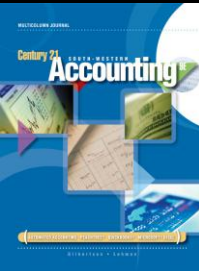
1. Write the date.

2. Write the journal page number.

3. Write the debit amount.

4. Subtract the amount in the Debit column from the previous balance in the Credit column. Write the new balance.

5. Write the vendor number.

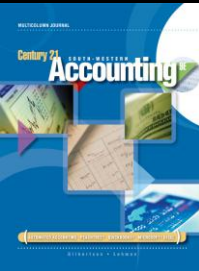


POSTING A CREDIT ENTRY FROM A GENERAL JOURNAL TO AN ACCOUNTS PAYABLE LEDGER

GENERAL JOURNAL							PAGE 11
DATE	ACCOUNT TITLE	DOC. NO.	POST. REF.	DEBIT	CREDIT		
1 Nov. 6	Supplies—Store	M52		210 00		1	
2	Accts. Pay./Gulf Craft Supply		250		210 00	2	

VENDOR Gulf Craft Supply							VENDOR NO. 250
DATE	ITEM	POST. REF.	DEBIT	CREDIT	CREDIT BALANCE		
Oct. 1		P10		498 00	498 00		
Nov. 6		G11		210 00	708 00		

1. Write the date.
2. Write the general journal page number.
3. Write the amount.
4. Add the amount in the Credit column to the previous balance in the Credit Balance column. Write the new balance.
5. Write the vendor number.



POSTING A DEBIT ENTRY FROM A GENERAL JOURNAL TO AN ACCOUNTS PAYABLE LEDGER

GENERAL JOURNAL							PAGE 11
DATE	ACCOUNT TITLE	DOC. NO.	POST. REF.	DEBIT	CREDIT		
28	Accts. Pay./Crown Distributing	DM8	230	2 5200		30	
	Purchases Returns and Allow.				2 5200	31	

VENDOR Crown Distributing							VENDOR NO. 230
DATE	ITEM	POST. REF.	DEBIT	CREDIT	CREDIT BALANCE		
Nov. 2		11		203900	203900		
28		G11	2 5200		178700		

1. Write the date.
2. Write the general journal page number.
3. Write the amount.
4. Add the amount in the Debit column to the previous balance in the Debit Balance column. Write the new balance.
5. Write the vendor number.

COMPLETED ACCOUNTS PAYABLE LEDGER

VENDOR <i>American Paint</i>		VENDOR NO. 210				
DATE	ITEM	POST. REF.	DEBIT	CREDIT	CREDIT BALANCE	
Nov. 1	Balance	✓			2650.00	
13		P11		3768.00	6418.00	
13		CP21	2650.00		3768.00	
20		P11		3377.88	7145.88	

VENDOR <i>Ceramic Supply</i>		VENDOR NO. 220				
DATE	ITEM	POST. REF.	DEBIT	CREDIT	CREDIT BALANCE	
Nov. 1	Balance	✓			5808.00	
5		P11		4147.20	9955.20	
20		CP21	5808.00		4147.20	

VENDOR <i>Crown Distributing</i>		VENDOR NO. 230				
DATE	ITEM	POST. REF.	DEBIT	CREDIT	CREDIT BALANCE	
Nov. 2		P11		2039.00	2039.00	
28		G11	252.00		1787.00	

VENDOR <i>Floral Designs</i>		VENDOR NO. 240				
DATE	ITEM	POST. REF.	DEBIT	CREDIT	CREDIT BALANCE	
Nov. 1	Balance	✓			744.00	
23		CP22	744.00			
24		G11		1650.00	1650.00	
26		G11		996.00	2646.00	
30		CP22	1650.00		996.00	

VENDOR <i>Gulf Craft Supply</i>		VENDOR NO. 250				
DATE	ITEM	POST. REF.	DEBIT	CREDIT	CREDIT BALANCE	
Nov. 1	Balance	✓			498.00	
6		G11		210.00	708.00	
8		CP21	498.00		210.00	
23		G11		690.00	900.00	

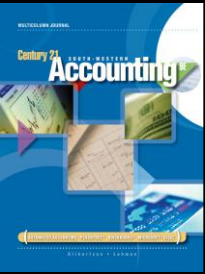
VENDOR <i>Synthetic Arts</i>		VENDOR NO. 260				
DATE	Balance	ITEM	POST. REF.	DEBIT	CREDIT	CREDIT BALANCE
Nov. 1			P11			1050.00
5			CP21		3816.00	4866.00
7				1050.00		3816.00

PROVING THE ACCOUNTS PAYABLE LEDGER

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Hobby Shack, Inc.
Schedule of Accounts Payable
November 30, 20--

<i>American Paint</i>	714588
<i>Ceramic Supply</i>	414720
<i>Crown Distributing</i>	178700
<i>Floral Designs</i>	99600
<i>Gulf Craft Supply</i>	90000
<i>Synthetic Arts</i>	381600
<i>Total Accounts Payable</i>	1879208



TERMS REVIEW

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- subsidiary ledger
- accounts payable ledger
- accounts receivable ledger
- controlling account
- schedule of accounts payable