

EDI

LCCI INTERNATIONAL QUALIFICATIONS

LEVEL 1 AWARD IN COMPUTERISED 577 CI BHB; SKILLS

ASE2005) /SAMPLE v) – WORKED ANSWER/MARKING GUIDE

Date: 28/09/2012
Time: 18:19:06

Patel & Co-Level 3 Sample Paper
VAT Return

Page: 1

Date From: 01/06/2010
Date To: 30/06/2010

Inc Current
Inc Earlier

No
No

Transaction Number

Number of reconciled transactions included	0
Number of unreconciled transactions included (within date range)	21
Number of unreconciled transactions included (prior to date range)	0
Total number of transactions included	21

VAT due in this period on sales	1	2,805.91
VAT due in this period on EC acquisitions	2	0.00
Total VAT due (sum of boxes 1 and 2)	3	2,805.91
VAT reclaimed in this period on purchases	4	403.17
Net VAT to be paid to Customs or reclaimed by you	5	2,402.74
Total value of sales, excluding VAT	6	18,706.09
Total value of purchases, excluding VAT	7	3,469.33
Total value of EC sales, excluding VAT	8	0.00
Total value of EC purchases, excluding VAT	9	0.00

To Period: Month 6, June 2010

<u>N/C</u>	<u>Name</u>	<u>Debit</u>	<u>Credit</u>
0010	Premises	180,000.00	
0011	Premises Depreciation		5,400.00
0030	Office Equipment	1,980.00	
0031	Office Equipment Depreciation		38.67
0050	Motor Vehicles	14,000.00	
0051	Motor Vehicles Depreciation		4,184.23
1001	Stock	900.00	
1100	Debtors Control Account	23,916.00	
1103	Prepayments	73.33	
1200	Bank Current Account	29,615.24	
1230	Petty Cash	874.60	
1240	Company Credit Card		99.00
2100	Creditors Control Account		1,355.00
2109	Accruals		420.00
2202	VAT Liability		5,002.74
2210	Income Tax and NIC Liability		1,036.74
2212	Fees owed to Union		40.00
2300	Bank Loan		185,225.00
3000	Capital		35,720.00
4000	Sales-Plumbing Services		103,866.09
5000	Purchases-Materials	56,287.83	
5009	Discounts Taken		4.00
5200	Opening Stock	1,500.00	
5201	Closing Stock		900.00
6901	Consumable Tools	500.00	
7003	Salaries	12,016.22	
7006	Employers N.I.	1,141.18	
7102	Water Charges	250.00	
7103	Rates	5,400.00	
7200	Electricity	620.00	
7300	Fuel and Oil	110.00	
7400	Travel	3,012.00	
7402	Hotels	274.00	
7501	Postage	125.00	
7502	Telephone	1,450.00	
7504	Office Stationery	548.00	
7901	Bank Charges	60.00	
7903	Loan Interest	4,228.50	
8000	Depreciation	3,322.90	
8050	Profit/Loss on Asset Disposals	80.00	
8204	Insurances	1,006.67	
	Totals:	<u>343,291.47</u>	<u>343,291.47</u>

Date: 28/09/2012
Time: 18:23:59

Patel & Co-Level 3 Sample Paper

Page: 1

Audit Trail (Summary)

Date From: 01/01/1980
Date To: 31/12/2019

Customer From:
Customer To: ZZZZZZZZ

Transaction From: 1
Transaction To: 99,999,999

Supplier From:
Supplier To: ZZZZZZZZ

Dept From: 0
Dept To: 999

N/C From:
N/C To: 99999999

Exclude Deleted Tran: No

No	Type	Date	A/C	N/C	Dept	Ref	Details	Net	Tax	T/C	Pd	Paid	V	B	Bank Rec.	Date
1	PI	31/05/2010	ADVA01	9998	0	B/Fwd	Opening Balance	780.00	0.00	T9	N	0.00	-	-		
2	PI	31/05/2010	BRIT01	9998	0	B/Fwd	Opening Balance	1,292.00	0.00	T9	Y	1,292.00	-	-		
3	PI	31/05/2010	MAST01	9998	0	B/Fwd	Opening Balance	434.00	0.00	T9	Y	434.00	-	-		
4	PC	31/05/2010	SHEF01	9998	0	B/Fwd	Opening Balance	240.00	0.00	T9	Y	240.00	-	-		
5	SI	31/05/2010	BLO001	9998	0	B/Fwd	Opening Balance	990.00	0.00	T9	N	0.00	-	-		
6	SC	31/05/2010	BLO001	9998	0	B/Fwd	Opening Balance	200.00	0.00	T9	N	0.00	-	-		
7	SI	31/05/2010	JON001	9998	0	B/Fwd	Opening Balance	1,420.00	0.00	T9	N	0.00	-	-		
8	SI	31/05/2010	YOR001	9998	0	B/Fwd	Opening Balance	620.00	0.00	T9	N	0.00	-	-		
9	JD	31/05/2010	0010	0010	0	J1	Premises-Balance at 31	180,000.00	0.00	T9	Y	180,000.00	-	-		
10	JC	31/05/2010	0011	0011	0	J1	Prem.Depcn-Balance at	5,100.00	0.00	T9	Y	5,100.00	-	-		
11	JD	31/05/2010	0030	0030	0	J1	OE-Balance at 31 May	1,200.00	0.00	T9	Y	1,200.00	-	-		
12	JC	31/05/2010	0031	0031	0	J1	OE Depcn-Balance at	340.00	0.00	T9	Y	340.00	-	-		
13	JD	31/05/2010	0050	0050	0	J1	MV-Balance at 31 May	14,000.00	0.00	T9	Y	14,000.00	-	-		
14	JC	31/05/2010	0051	0051	0	J1	MV Depcn-Balance at	4,000.00	0.00	T9	Y	4,000.00	-	-		
15	JD	31/05/2010	1001	1001	0	J1	Stock-Balance at 31 May	1,500.00	0.00	T9	Y	1,500.00	-	-		
16	JD	31/05/2010	1200	1200	0	J1	Bank-Balance at 31 May	23,500.00	0.00	T9	Y	23,500.00	-	-	N	
17	JD	31/05/2010	1230	1230	0	J1	Cash-Balance at 31 May	1,100.00	0.00	T9	Y	1,100.00	-	-		
18	JC	31/05/2010	2202	2202	0	J1	VAT-Balance at 31 May	2,600.00	0.00	T9	Y	2,600.00	-	-		
19	JC	31/05/2010	2210	2210	0	J1	Tax/NICs-Balance at 31	1,400.00	0.00	T9	Y	1,400.00	-	-		
20	JC	31/05/2010	2300	2300	0	J1	Bank Loan-Balance at	186,000.00	0.00	T9	Y	186,000.00	-	-		
21	JC	31/05/2010	3000	3000	0	J1	Capital-Balance at 31	21,040.00	0.00	T9	Y	21,040.00	-	-		
22	JC	31/05/2010	4000	4000	0	J1	Sales-Balance at 31 May	86,000.00	0.00	T9	Y	86,000.00	-	-		
23	JD	31/05/2010	5000	5000	0	J1	Purchases-Balance at	56,000.00	0.00	T9	Y	56,000.00	-	-		
24	JD	31/05/2010	7003	7003	0	J1	Salaries-Balance at 31	10,000.00	0.00	T9	Y	10,000.00	-	-		
25	JD	31/05/2010	7006	7006	0	J1	Employer's NI-Balance	800.00	0.00	T9	Y	800.00	-	-		
26	JD	31/05/2010	7103	7103	0	J1	Rates-Balance at 31 May	5,000.00	0.00	T9	Y	5,000.00	-	-		
27	JD	31/05/2010	7102	7102	0	J1	Water-Balance at 31	200.00	0.00	T9	Y	200.00	-	-		
28	JD	31/05/2010	7200	7200	0	J1	Electric-Balance at 31	500.00	0.00	T9	Y	500.00	-	-		
29	JD	31/05/2010	7400	7400	0	J1	Travel-Balance at 31	3,000.00	0.00	T9	Y	3,000.00	-	-		
30	JD	31/05/2010	8204	8204	0	J1	Insurances-Balance at	1,000.00	0.00	T9	Y	1,000.00	-	-		
31	JD	31/05/2010	7502	7502	0	J1	Phone-Balance at 31	1,200.00	0.00	T9	Y	1,200.00	-	-		
32	JD	31/05/2010	7501	7501	0	J1	Postage-Balance at 31	125.00	0.00	T9	Y	125.00	-	-		
33	JD	31/05/2010	7504	7504	0	J1	Stationery-Balance at	400.00	0.00	T9	Y	400.00	-	-		
34	JD	31/05/2010	7903	7903	0	J1	Loan Int.-Balance at 31	3,531.00	0.00	T9	Y	3,531.00	-	-		
35	JD	31/05/2010	7901	7901	0	J1	Bank Chgs-Balance at	60.00	0.00	T9	Y	60.00	-	-		
36	JD	31/05/2010	8000	8000	0	J1	Depreciation-Balance at	2,800.00	0.00	T9	Y	2,800.00	-	-		
37	JD	31/05/2010	9998	9998	0	J1	Clear Suspense	564.00	0.00	T9	Y	564.00	-	-		
38	JD	01/06/2010	1200	1200	0	J2	Cash from Owner	14,000.00	0.00	T9	Y	14,000.00	-	-	N	
39	JD	01/06/2010	0030	0030	0	J2	Computer from Owner	680.00	0.00	T9	Y	680.00	-	-		
40	JC	01/06/2010	3000	3000	0	J2	Cash and Computer	14,680.00	0.00	T9	Y	14,680.00	-	-		
41	PI	01/06/2010	SHEF01	7103	0	100024	June Rates	400.00	0.00	T9	Y	400.00	-	-		
42	PI	02/06/2010	MAST01	6901	0	34522	Tools	600.00	90.00	T1	N	0.00	R	-		
43	PI	02/06/2010	ADVA01	5000	0	23236	Pipe/tape/fittings	200.00	29.40	T1	Y	229.40	R	-		
44	PC	05/06/2010	MAST01	6901	0	CR34522	Damaged Wrench	100.00	15.00	T1	N	0.00	R	-		
45	SI	06/06/2010	YOR001	4000	0	1234	Broken pipes	5,420.00	813.00	T1	N	0.00	R	-		
46	SI	08/06/2010	JON001	4000	0	1235	Sewer Repairs	11,020.00	1,653.00	T1	N	0.00	R	-		
47	SI	10/06/2010	BLO001	4000	0	1236	Pipe fittings	1,426.09	213.91	T1	N	0.00	R	-		
48	SI	08/06/2010	SRO001	9998	0	RtD	Chq received 30 May	540.00	0.00	T9	N	0.00	-	-		
49	BP	08/06/2010	1200	9998	0	RtD	Roberts chq RtD	540.00	0.00	T9	Y	540.00	-	-	N	
50	PP	11/06/2010	SHEF01	1200	0	CT1	Purchase Payment	160.00	0.00	T9	Y	160.00	-	-	N	
51	PP	11/06/2010	MAST01	1200	0	136001	Purchase Payment	434.00	0.00	T9	Y	434.00	-	-	N	
52	PP	11/06/2010	ADVA01	1230	0	CP 1	Purchase Payment	225.40	0.00	T9	Y	225.40	-	-		
53	PD	11/06/2010	ADVA01	5009	0	CP 1	Purchase Discount	4.00	0.00	T9	Y	4.00	-	-		
54	BP	18/06/2010	1200	2210	0	CT2	May Payment	1,400.00	0.00	T9	Y	1,400.00	-	-	N	
55	VP	15/06/2010	1240	7300	0	CCP1	Petrol	50.00	7.50	T1	Y	57.50	R	R		30/06/2010
56	VP	15/06/2010	1240	7402	0	CCP2	Bombay Palace	134.00	20.10	T1	Y	154.10	R	R		30/06/2010
57	VP	15/06/2010	1240	7400	0	CCP3	Parking	12.00	1.80	T1	Y	13.80	R	R		30/06/2010
58	VP	16/06/2010	1240	5000	0	CCP4	Plumbing supplies	121.74	18.26	T1	Y	140.00	R	R		30/06/2010
59	VP	16/06/2010	1240	7402	0	CCP5	Plaza Hotel	140.00	21.00	T1	Y	161.00	R	R		30/06/2010
60	VP	20/06/2010	1240	7300	0	CCP6	Petrol	60.00	9.00	T1	Y	69.00	R	N		
61	VP	20/06/2010	1240	5000	0	CCP7	Plumbing supplies	26.09	3.91	T1	Y	30.00	R	N		
62	VR	19/06/2010	1240	5000	0	CCR1	Returned Plumbing	60.00	9.00	T1	Y	69.00	R	R		30/06/2010

Audit Trail (Summary)

No	Type	Date	A/C	N/C	Dept	Ref	Details	Net	Tax	T/C	Pd	Paid	V	B	Bank Rec. Date
63	JC	17/06/2010	0030	0030	0	J3	Old copier-Asset	1,200.00	0.00	T9	Y	1,200.00	-	-	
64	JD	17/06/2010	0031	0031	0	J3	Old copier-Depcn to	340.00	0.00	T9	Y	340.00	-	-	
65	JD	17/06/2010	8050	8050	0	J3	Old copier-WDV	860.00	0.00	T9	Y	860.00	-	-	
66	JC	17/06/2010	8050	8050	0	J3	Old copier-trade in	780.00	0.00	T1	Y	780.00	R	-	
67	JC	17/06/2010	2200	2200	0	J3	Old copier-trade in VAT	117.00	0.00	T1	Y	117.00	R	-	
68	JD	17/06/2010	0030	0030	0	J3	New copier-asset	1,300.00	0.00	T1	Y	1,300.00	R	-	
69	JD	17/06/2010	2201	2201	0	J3	New copier-VAT	195.00	0.00	T1	Y	195.00	R	-	
70	JD	17/06/2010	8204	8204	0	J3	New copier-insurance	80.00	0.00	T2	Y	80.00	R	-	
71	JC	17/06/2010	1200	1200	0	J3	New copier-balance	678.00	0.00	T9	Y	678.00	-	N	
72	PP	18/06/2010	BRIT01	1200	0	DD	Purchase Payment	1,292.00	0.00	T9	Y	1,292.00	-	N	
73	PI	19/06/2010	ABCO01	7504	0	13567	Stationery	148.00	22.20	T1	Y	170.20	R	-	
74	PP	19/06/2010	ABCO01	1240	0	CCP 8	Purchase Payment	170.20	0.00	T9	Y	170.20	-	R	30/06/2010
75	JC	28/06/2010	1200	1200	0	J4	Net Salaries (Bk Trf)	1,280.66	0.00	T9	Y	1,280.66	-	N	
76	JD	28/06/2010	7003	7003	0	J4	Net Salaries June	1,280.66	0.00	T9	Y	1,280.66	-	-	
77	JD	28/06/2010	7003	7003	0	J4	Income Tax deducted	402.36	0.00	T9	Y	402.36	-	-	
78	JD	28/06/2010	7003	7003	0	J4	National Insurance	293.20	0.00	T9	Y	293.20	-	-	
79	JD	28/06/2010	7003	7003	0	J4	Union Fees deducted	40.00	0.00	T9	Y	40.00	-	-	
80	JD	28/06/2010	7006	7006	0	J4	Employer's NI June	341.18	0.00	T9	Y	341.18	-	-	
81	JC	28/06/2010	2210	2210	0	J4	Total Tax & NI owed to	1,036.74	0.00	T9	Y	1,036.74	-	-	
82	JC	28/06/2010	2212	2212	0	J4	Union fees collected	40.00	0.00	T9	Y	40.00	-	-	
83	JC	28/06/2010	1200	1200	0	DD	Credit card paid	627.60	0.00	T9	Y	627.60	-	N	
84	JD	28/06/2010	1240	1240	0	DD	Credit card paid	627.60	0.00	T9	Y	627.60	-	N	
85	BP	10/06/2010	1200	2300	0	SO 1	Bank Loan repayment	1,472.50	0.00	T9	Y	1,472.50	-	N	
86	JC	10/06/2010	2300	2300	0	SO 1	Loan Interest	697.50	0.00	T9	Y	697.50	-	-	
87	JD	10/06/2010	7903	7903	0	SO 1	Loan Interest	697.50	0.00	T2	Y	697.50	R	-	
88	JC	30/06/2010	8204	8204	0	PREPAY	Computer Insurance	80.00	0.00	T9	Y	80.00	-	-	
89	JD	30/06/2010	1103	1103	0	PREPAY	Computer Insurance	80.00	0.00	T9	Y	80.00	-	-	
90	JD	30/06/2010	8204	8204	0	PREPAY	Computer Insurance	6.67	0.00	T9	Y	6.67	-	-	
91	JC	30/06/2010	1103	1103	0	PREPAY	Computer Insurance	6.67	0.00	T9	Y	6.67	-	-	
92	JC	30/06/2010	0031	0031	0	DEPREC	Computer Equipment	17.00	0.00	T9	Y	17.00	-	-	
93	JD	30/06/2010	8000	8000	0	DEPREC	Computer Equipment	17.00	0.00	T9	Y	17.00	-	-	
94	JC	30/06/2010	0031	0031	0	DEPREC	Copier	21.67	0.00	T9	Y	21.67	-	-	
95	JD	30/06/2010	8000	8000	0	DEPREC	Copier	21.67	0.00	T9	Y	21.67	-	-	
96	JC	30/06/2010	0011	0011	0	DEPREC	Premises	300.00	0.00	T9	Y	300.00	-	-	
97	JD	30/06/2010	8000	8000	0	DEPREC	Premises	300.00	0.00	T9	Y	300.00	-	-	
98	JC	30/06/2010	0051	0051	0	DEPREC	Ford Transit	184.23	0.00	T9	Y	184.23	-	-	
99	JD	30/06/2010	8000	8000	0	DEPREC	Ford Transit	184.23	0.00	T9	Y	184.23	-	-	
100	JD	30/06/2010	7502	7502	0	J5	Accrued Phone June	250.00	0.00	T9	Y	250.00	-	-	
101	JD	30/06/2010	7200	7200	0	J5	Accrued Electricity June	120.00	0.00	T9	Y	120.00	-	-	
102	JD	30/06/2010	7102	7102	0	J5	Accrued Water June	50.00	0.00	T9	Y	50.00	-	-	
103	JC	30/06/2010	2109	2109	0	J5	Accrued Utilities June	420.00	0.00	T9	Y	420.00	-	-	
104	JD	30/06/2010	5200	5200	0	J6	Stock at 1 June	1,500.00	0.00	T9	Y	1,500.00	-	-	
105	JC	30/06/2010	5201	5201	0	J6	Stock at 30 June	900.00	0.00	T9	Y	900.00	-	-	
106	JC	30/06/2010	1001	1001	0	J6	Reduction in Stock June	600.00	0.00	T9	Y	600.00	-	-	
107	JD	30/06/2010	2200	2200	0	J7	Trf to N/A 2202	2,805.91	0.00	T9	Y	2,805.91	-	-	
108	JC	30/06/2010	2201	2201	0	J7	Trf to N/A 2202	403.17	0.00	T9	Y	403.17	-	-	
109	JC	30/06/2010	2202	2202	0	J7	Trf from N/A 2200/2201	2,402.74	0.00	T9	Y	2,402.74	-	-	

Date: 28/09/2012
Time: 18:24:37

Patel & Co-Level 3 Sample Paper
Nominal Activity - Excluding No Transactions

Page: 1

Date From: 01/01/1980
Date To: 30/06/2010

N/C From:
N/C To: 99999999

Transaction From: 1
Transaction To: 99,999,999

N/C:		0010		Name: Premises		Account Balance:		180,000.00 DR				
No	Type	Date	Account	Ref	Details	Dept	T/C	Value	Debit	Credit	V	B
9	JD	31/05/2010	0010	J1	Premises-Balance at 31 May	0	T9	180,000.00	180,000.00	-	-	-
									Totals:	180,000.00		
									History Balance:	180,000.00		
N/C:		0011		Name: Premises Depreciation		Account Balance:		5,400.00 CR				
No	Type	Date	Account	Ref	Details	Dept	T/C	Value	Debit	Credit	V	B
10	JC	31/05/2010	0011	J1	Prem.Depc-n-Balance at 31 May	0	T9	5,100.00		5,100.00	-	-
96	JC	30/06/2010	0011	DEPREC	Premises	0	T9	300.00		300.00	-	-
									Totals:	5,400.00		
									History Balance:	5,400.00		
N/C:		0030		Name: Office Equipment		Account Balance:		1,980.00 DR				
No	Type	Date	Account	Ref	Details	Dept	T/C	Value	Debit	Credit	V	B
11	JD	31/05/2010	0030	J1	OE-Balance at 31 May	0	T9	1,200.00	1,200.00	-	-	-
39	JD	01/06/2010	0030	J2	Computer from Owner	0	T9	680.00	680.00	-	-	-
63	JC	17/06/2010	0030	J3	Old copier-Asset	0	T9	1,200.00		1,200.00	-	-
68	JD	17/06/2010	0030	J3	New copier-asset	0	T1	1,300.00	1,300.00		R	-
									Totals:	3,180.00	1,200.00	
									History Balance:	1,980.00		
N/C:		0031		Name: Office Equipment Depreciation		Account Balance:		38.67 CR				
No	Type	Date	Account	Ref	Details	Dept	T/C	Value	Debit	Credit	V	B
12	JC	31/05/2010	0031	J1	OE Depcn-Balance at 31 May	0	T9	340.00		340.00	-	-
64	JD	17/06/2010	0031	J3	Old copier-Depcn to date	0	T9	340.00	340.00	-	-	-
92	JC	30/06/2010	0031	DEPREC	Computer Equipment	0	T9	17.00		17.00	-	-
94	JC	30/06/2010	0031	DEPREC	Copier	0	T9	21.67		21.67	-	-
									Totals:	340.00	378.67	
									History Balance:	38.67		
N/C:		0050		Name: Motor Vehicles		Account Balance:		14,000.00 DR				
No	Type	Date	Account	Ref	Details	Dept	T/C	Value	Debit	Credit	V	B
13	JD	31/05/2010	0050	J1	MV-Balance at 31 May	0	T9	14,000.00	14,000.00	-	-	-
									Totals:	14,000.00		
									History Balance:	14,000.00		
N/C:		0051		Name: Motor Vehicles Depreciation		Account Balance:		4,184.23 CR				
No	Type	Date	Account	Ref	Details	Dept	T/C	Value	Debit	Credit	V	B
14	JC	31/05/2010	0051	J1	MV Depcn-Balance at 31 May	0	T9	4,000.00		4,000.00	-	-
98	JC	30/06/2010	0051	DEPREC	Ford Transit	0	T9	184.23		184.23	-	-
									Totals:	4,184.23		
									History Balance:	4,184.23		

Patel & Co-Level 3 Sample Paper
Nominal Activity - Excluding No Transactions

N/C: 1240 Name: Company Credit Card Account Balance: 99.00 CR

No	Type	Date	Account	Ref	Details	Dept	T/C	Value	Debit	Credit	V	B
55	VP	15/06/2010	1240	CCP1	Petrol	0	T1	57.50		57.50	R	R
56	VP	15/06/2010	1240	CCP2	Bombay Palace	0	T1	154.10		154.10	R	R
57	VP	15/06/2010	1240	CCP3	Parking	0	T1	13.80		13.80	R	R
58	VP	16/06/2010	1240	CCP4	Plumbing supplies	0	T1	140.00		140.00	R	R
59	VP	16/06/2010	1240	CCP5	Plaza Hotel	0	T1	161.00		161.00	R	R
60	VP	20/06/2010	1240	CCP6	Petrol	0	T1	69.00		69.00	R	N
61	VP	20/06/2010	1240	CCP7	Plumbing supplies	0	T1	30.00		30.00	R	N
62	VR	19/06/2010	1240	CCR1	Returned Plumbing Supplies	0	T1	69.00	69.00		R	R
74	PP	19/06/2010	ABCO01	CCP 8	Purchase Payment	0	T9	170.20		170.20	-	R
84	JD	28/06/2010	1240	DD	Credit card paid	0	T9	627.60	627.60		-	N
Totals:									696.60	795.60		
History Balance:										99.00		

N/C: 2100 Name: Creditors Control Account Account Balance: 1,355.00 CR

No	Type	Date	Account	Ref	Details	Dept	T/C	Value	Debit	Credit	V	B
1	PI	31/05/2010	ADVA01	B/Fwd	Opening Balance	0	T9	780.00		780.00	-	-
2	PI	31/05/2010	BRIT01	B/Fwd	Opening Balance	0	T9	1,292.00		1,292.00	-	-
3	PI	31/05/2010	MAST01	B/Fwd	Opening Balance	0	T9	434.00		434.00	-	-
4	PC	31/05/2010	SHEF01	B/Fwd	Opening Balance	0	T9	240.00	240.00		-	-
41	PI	01/06/2010	SHEF01	100024	June Rates	0	T9	400.00		400.00	-	-
42	PI	02/06/2010	MAST01	34522	Tools	0	T1	690.00		690.00	R	-
43	PI	02/06/2010	ADVA01	23236	Pipe/tape/fittings	0	T1	229.40		229.40	R	-
44	PC	05/06/2010	MAST01	CR34522	Damaged Wrench	0	T1	115.00	115.00		R	-
50	PP	11/06/2010	SHEF01	CT1	Purchase Payment	0	T9	160.00	160.00		-	N
51	PP	11/06/2010	MAST01	136001	Purchase Payment	0	T9	434.00	434.00		-	N
52	PP	11/06/2010	ADVA01	CP 1	Purchase Payment	0	T9	225.40	225.40		-	-
53	PD	11/06/2010	ADVA01	CP 1	Purchase Discount	0	T9	4.00	4.00		-	-
72	PP	18/06/2010	BRIT01	DD	Purchase Payment	0	T9	1,292.00	1,292.00		-	N
73	PI	19/06/2010	ABCO01	13567	Stationery	0	T1	170.20		170.20	R	-
74	PP	19/06/2010	ABCO01	CCP 8	Purchase Payment	0	T9	170.20	170.20		-	R
Totals:									2,640.60	3,995.60		
History Balance:										1,355.00		

N/C: 2109 Name: Accruals Account Balance: 420.00 CR

No	Type	Date	Account	Ref	Details	Dept	T/C	Value	Debit	Credit	V	B
103	JC	30/06/2010	2109	J5	Accrued Utilities June	0	T9	420.00		420.00	-	-
Totals:										420.00		
History Balance:										420.00		

N/C: 2200 Name: Sales Tax Control Account Account Balance: 0.00

No	Type	Date	Account	Ref	Details	Dept	T/C	Value	Debit	Credit	V	B
45	SI	06/06/2010	YOR001	1234	Broken pipes	0	T1	813.00		813.00	R	-
46	SI	08/06/2010	JON001	1235	Sewer Repairs	0	T1	1,653.00		1,653.00	R	-
47	SI	10/06/2010	BLO001	1236	Pipe fittings	0	T1	213.91		213.91	R	-
62	VR	19/06/2010	1240	CCR1	Returned Plumbing Supplies	0	T1	9.00		9.00	R	R
67	JC	17/06/2010	2200	J3	Old copier-trade in VAT	0	T1	117.00		117.00	R	-
107	JD	30/06/2010	2200	J7	Trf to N/A 2202	0	T9	2,805.91	2,805.91		-	-
Totals:									2,805.91	2,805.91		
History Balance:												

Patel & Co-Level 3 Sample Paper
Nominal Activity - Excluding No Transactions

N/C: 2201 Name: Purchase Tax Control Account Account Balance: 0.00

No	Type	Date	Account	Ref	Details	Dept	T/C	Value	Debit	Credit	V	B
42	PI	02/06/2010	MAST01	34522	Tools	0	T1	90.00	90.00		R	-
43	PI	02/06/2010	ADVA01	23236	Pipe/tape/fittings	0	T1	29.40	29.40		R	-
44	PC	05/06/2010	MAST01	CR34522	Damaged Wrench	0	T1	15.00		15.00	R	-
55	VP	15/06/2010	1240	CCP1	Petrol	0	T1	7.50	7.50		R	R
56	VP	15/06/2010	1240	CCP2	Bombay Palace	0	T1	20.10	20.10		R	R
57	VP	15/06/2010	1240	CCP3	Parking	0	T1	1.80	1.80		R	R
58	VP	16/06/2010	1240	CCP4	Plumbing supplies	0	T1	18.26	18.26		R	R
59	VP	16/06/2010	1240	CCP5	Plaza Hotel	0	T1	21.00	21.00		R	R
60	VP	20/06/2010	1240	CCP6	Petrol	0	T1	9.00	9.00		R	N
61	VP	20/06/2010	1240	CCP7	Plumbing supplies	0	T1	3.91	3.91		R	N
69	JD	17/06/2010	2201	J3	New copier-VAT	0	T1	195.00	195.00		R	-
73	PI	19/06/2010	ABCO01	13567	Stationery	0	T1	22.20	22.20		R	-
108	JC	30/06/2010	2201	J7	Trf to N/A 2202	0	T9	403.17		403.17	-	-
Totals:									418.17	418.17		
History Balance:												

N/C: 2202 Name: VAT Liability Account Balance: 5,002.74 CR

No	Type	Date	Account	Ref	Details	Dept	T/C	Value	Debit	Credit	V	B	
18	JC	31/05/2010	2202	J1	VAT-Balance at 31 May	0	T9	2,600.00		2,600.00	-	-	
109	JC	30/06/2010	2202	J7	Trf from N/A 2200/2201	0	T9	2,402.74		2,402.74	-	-	
Totals:											5,002.74		
History Balance:									5,002.74				

N/C: 2210 Name: Income Tax and NIC Liability Account Balance: 1,036.74 CR

No	Type	Date	Account	Ref	Details	Dept	T/C	Value	Debit	Credit	V	B
19	JC	31/05/2010	2210	J1	Tax/NICs-Balance at 31 May	0	T9	1,400.00		1,400.00	-	-
54	BP	18/06/2010	1200	CT2	May Payment	0	T9	1,400.00	1,400.00		-	N
81	JC	28/06/2010	2210	J4	Total Tax & NI owed to HMRC	0	T9	1,036.74		1,036.74	-	-
Totals:									1,400.00	2,436.74		
History Balance:									1,036.74			

N/C: 2212 Name: Fees owed to Union Account Balance: 40.00 CR

No	Type	Date	Account	Ref	Details	Dept	T/C	Value	Debit	Credit	V	B
82	JC	28/06/2010	2212	J4	Union fees collected	0	T9	40.00		40.00	-	-
Totals:										40.00		
History Balance:									40.00			

N/C: 2300 Name: Bank Loan Account Balance: 185,225.00 CR

No	Type	Date	Account	Ref	Details	Dept	T/C	Value	Debit	Credit	V	B
20	JC	31/05/2010	2300	J1	Bank Loan-Balance at 31 May	0	T9	186,000.00		186,000.00	-	-
85	BP	10/06/2010	1200	SO 1	Bank Loan repayment	0	T9	1,472.50	1,472.50		-	N
86	JC	10/06/2010	2300	SO 1	Loan Interest	0	T9	697.50		697.50	-	-
Totals:									1,472.50	186,697.50		
History Balance:									185,225.00			

Patel & Co-Level 3 Sample Paper
Nominal Activity - Excluding No Transactions

N/C: 3000 Name: Capital Account Balance: 35,720.00 CR

No	Type	Date	Account	Ref	Details	Dept	T/C	Value	Debit	Credit	V	B
21	JC	31/05/2010	3000	J1	Capital-Balance at 31 May	0	T9	21,040.00		21,040.00	-	-
40	JC	01/06/2010	3000	J2	Cash and Computer	0	T9	14,680.00		14,680.00	-	-
Totals:										35,720.00		
History Balance:										35,720.00		

N/C: 4000 Name: Sales-Plumbing Services Account Balance: 103,866.09 CR

No	Type	Date	Account	Ref	Details	Dept	T/C	Value	Debit	Credit	V	B
22	JC	31/05/2010	4000	J1	Sales-Balance at 31 May	0	T9	86,000.00		86,000.00	-	-
45	SI	06/06/2010	YOR001	1234	Broken pipes	0	T1	5,420.00		5,420.00	R	-
46	SI	08/06/2010	JON001	1235	Sewer Repairs	0	T1	11,020.00		11,020.00	R	-
47	SI	10/06/2010	BLO001	1236	Pipe fittings	0	T1	1,426.09		1,426.09	R	-
Totals:										103,866.09		
History Balance:										103,866.09		

N/C: 5000 Name: Purchases-Materials Account Balance: 56,287.83 DR

No	Type	Date	Account	Ref	Details	Dept	T/C	Value	Debit	Credit	V	B
23	JD	31/05/2010	5000	J1	Purchases-Balance at 31 May	0	T9	56,000.00	56,000.00		-	-
43	PI	02/06/2010	ADVA01	23236	Pipe/tape/fittings	0	T1	200.00	200.00		R	-
58	VP	16/06/2010	1240	CCP4	Plumbing supplies	0	T1	121.74	121.74		R	R
61	VP	20/06/2010	1240	CCP7	Plumbing supplies	0	T1	26.09	26.09		R	N
62	VR	19/06/2010	1240	CCR1	Returned Plumbing Supplies	0	T1	60.00		60.00	R	R
Totals:									56,347.83	60.00		
History Balance:									56,287.83			

N/C: 5009 Name: Discounts Taken Account Balance: 4.00 CR

No	Type	Date	Account	Ref	Details	Dept	T/C	Value	Debit	Credit	V	B
53	PD	11/06/2010	ADVA01	CP 1	Purchase Discount	0	T9	4.00		4.00	-	-
Totals:										4.00		
History Balance:										4.00		

N/C: 5200 Name: Opening Stock Account Balance: 1,500.00 DR

No	Type	Date	Account	Ref	Details	Dept	T/C	Value	Debit	Credit	V	B
104	JD	30/06/2010	5200	J6	Stock at 1 June	0	T9	1,500.00	1,500.00		-	-
Totals:									1,500.00			
History Balance:									1,500.00			

N/C: 5201 Name: Closing Stock Account Balance: 900.00 CR

No	Type	Date	Account	Ref	Details	Dept	T/C	Value	Debit	Credit	V	B
105	JC	30/06/2010	5201	J6	Stock at 30 June	0	T9	900.00		900.00	-	-
Totals:										900.00		
History Balance:										900.00		

Patel & Co-Level 3 Sample Paper
Nominal Activity - Excluding No Transactions

N/C: 6901 Name: Consumable Tools Account Balance: 500.00 DR

No	Type	Date	Account	Ref	Details	Dept	T/C	Value	Debit	Credit	V	B
42	PI	02/06/2010	MAST01	34522	Tools	0	T1	600.00	600.00		R	-
44	PC	05/06/2010	MAST01	CR34522	Damaged Wrench	0	T1	100.00		100.00	R	-
Totals:									600.00	100.00		
History Balance:									500.00			

N/C: 7003 Name: Salaries Account Balance: 12,016.22 DR

No	Type	Date	Account	Ref	Details	Dept	T/C	Value	Debit	Credit	V	B
24	JD	31/05/2010	7003	J1	Salaries-Balance at 31 May	0	T9	10,000.00	10,000.00		-	-
76	JD	28/06/2010	7003	J4	Net Salaries June	0	T9	1,280.66	1,280.66		-	-
77	JD	28/06/2010	7003	J4	Income Tax deducted	0	T9	402.36	402.36		-	-
78	JD	28/06/2010	7003	J4	National Insurance deducted	0	T9	293.20	293.20		-	-
79	JD	28/06/2010	7003	J4	Union Fees deducted	0	T9	40.00	40.00		-	-
Totals:									12,016.22			
History Balance:									12,016.22			

N/C: 7006 Name: Employers N.I. Account Balance: 1,141.18 DR

No	Type	Date	Account	Ref	Details	Dept	T/C	Value	Debit	Credit	V	B
25	JD	31/05/2010	7006	J1	Employer's NI-Balance at 31	0	T9	800.00	800.00		-	-
80	JD	28/06/2010	7006	J4	Employer's NI June	0	T9	341.18	341.18		-	-
Totals:									1,141.18			
History Balance:									1,141.18			

N/C: 7102 Name: Water Charges Account Balance: 250.00 DR

No	Type	Date	Account	Ref	Details	Dept	T/C	Value	Debit	Credit	V	B
27	JD	31/05/2010	7102	J1	Water-Balance at 31 May	0	T9	200.00	200.00		-	-
102	JD	30/06/2010	7102	J5	Accrued Water June	0	T9	50.00	50.00		-	-
Totals:									250.00			
History Balance:									250.00			

N/C: 7103 Name: Rates Account Balance: 5,400.00 DR

No	Type	Date	Account	Ref	Details	Dept	T/C	Value	Debit	Credit	V	B
26	JD	31/05/2010	7103	J1	Rates-Balance at 31 May	0	T9	5,000.00	5,000.00		-	-
41	PI	01/06/2010	SHEF01	100024	June Rates	0	T9	400.00	400.00		-	-
Totals:									5,400.00			
History Balance:									5,400.00			

N/C: 7200 Name: Electricity Account Balance: 620.00 DR

No	Type	Date	Account	Ref	Details	Dept	T/C	Value	Debit	Credit	V	B
28	JD	31/05/2010	7200	J1	Electric-Balance at 31 May	0	T9	500.00	500.00		-	-
101	JD	30/06/2010	7200	J5	Accrued Electricity June	0	T9	120.00	120.00		-	-
Totals:									620.00			
History Balance:									620.00			

Patel & Co-Level 3 Sample Paper
Nominal Activity - Excluding No Transactions

N/C: 7300 Name: Fuel and Oil Account Balance: 110.00 DR

No	Type	Date	Account	Ref	Details	Dept	T/C	Value	Debit	Credit	V	B
55	VP	15/06/2010	1240	CCP1	Petrol	0	T1	50.00	50.00		R	R
60	VP	20/06/2010	1240	CCP6	Petrol	0	T1	60.00	60.00		R	N
Totals:									110.00			
History Balance:									110.00			

N/C: 7400 Name: Travel Account Balance: 3,012.00 DR

No	Type	Date	Account	Ref	Details	Dept	T/C	Value	Debit	Credit	V	B
29	JD	31/05/2010	7400	J1	Travel-Balance at 31 May	0	T9	3,000.00	3,000.00		-	-
57	VP	15/06/2010	1240	CCP3	Parking	0	T1	12.00	12.00		R	R
Totals:									3,012.00			
History Balance:									3,012.00			

N/C: 7402 Name: Hotels Account Balance: 274.00 DR

No	Type	Date	Account	Ref	Details	Dept	T/C	Value	Debit	Credit	V	B
56	VP	15/06/2010	1240	CCP2	Bombay Palace	0	T1	134.00	134.00		R	R
59	VP	16/06/2010	1240	CCP5	Plaza Hotel	0	T1	140.00	140.00		R	R
Totals:									274.00			
History Balance:									274.00			

N/C: 7501 Name: Postage Account Balance: 125.00 DR

No	Type	Date	Account	Ref	Details	Dept	T/C	Value	Debit	Credit	V	B
32	JD	31/05/2010	7501	J1	Postage-Balance at 31 May	0	T9	125.00	125.00		-	-
Totals:									125.00			
History Balance:									125.00			

N/C: 7502 Name: Telephone Account Balance: 1,450.00 DR

No	Type	Date	Account	Ref	Details	Dept	T/C	Value	Debit	Credit	V	B
31	JD	31/05/2010	7502	J1	Phone-Balance at 31 May	0	T9	1,200.00	1,200.00		-	-
100	JD	30/06/2010	7502	J5	Accrued Phone June	0	T9	250.00	250.00		-	-
Totals:									1,450.00			
History Balance:									1,450.00			

N/C: 7504 Name: Office Stationery Account Balance: 548.00 DR

No	Type	Date	Account	Ref	Details	Dept	T/C	Value	Debit	Credit	V	B
33	JD	31/05/2010	7504	J1	Stationery-Balance at 31 May	0	T9	400.00	400.00		-	-
73	PI	19/06/2010	ABCO01	13567	Stationery	0	T1	148.00	148.00		R	-
Totals:									548.00			
History Balance:									548.00			

N/C: 7901 Name: Bank Charges Account Balance: 60.00 DR

No	Type	Date	Account	Ref	Details	Dept	T/C	Value	Debit	Credit	V	B
35	JD	31/05/2010	7901	J1	Bank Chgs-Balance at 31 May	0	T9	60.00	60.00		-	-
Totals:									60.00			
History Balance:									60.00			

Patel & Co-Level 3 Sample Paper
Nominal Activity - Excluding No Transactions

N/C: 7903 Name: Loan Interest Account Balance: 4,228.50 DR

No	Type	Date	Account	Ref	Details	Dept	T/C	Value	Debit	Credit	V	B
34	JD	31/05/2010	7903	J1	Loan Int.-Balance at 31 May	0	T9	3,531.00	3,531.00	-	-	
87	JD	10/06/2010	7903	SO 1	Loan Interest	0	T2	697.50	697.50		R	-
									Totals:	4,228.50		
									History Balance:	4,228.50		

N/C: 8000 Name: Depreciation Account Balance: 3,322.90 DR

No	Type	Date	Account	Ref	Details	Dept	T/C	Value	Debit	Credit	V	B
36	JD	31/05/2010	8000	J1	Depreciation-Balance at 31 May	0	T9	2,800.00	2,800.00	-	-	
93	JD	30/06/2010	8000	DEPREC	Computer Equipment	0	T9	17.00	17.00	-	-	
95	JD	30/06/2010	8000	DEPREC	Copier	0	T9	21.67	21.67	-	-	
97	JD	30/06/2010	8000	DEPREC	Premises	0	T9	300.00	300.00	-	-	
99	JD	30/06/2010	8000	DEPREC	Ford Transit	0	T9	184.23	184.23	-	-	
									Totals:	3,322.90		
									History Balance:	3,322.90		

N/C: 8050 Name: Profit/Loss on Asset Disposals Account Balance: 80.00 DR

No	Type	Date	Account	Ref	Details	Dept	T/C	Value	Debit	Credit	V	B
65	JD	17/06/2010	8050	J3	Old copier-WDV	0	T9	860.00	860.00	-	-	
66	JC	17/06/2010	8050	J3	Old copier-trade in	0	T1	780.00		780.00	R	-
									Totals:	860.00	780.00	
									History Balance:	80.00		

N/C: 8204 Name: Insurances Account Balance: 1,006.67 DR

No	Type	Date	Account	Ref	Details	Dept	T/C	Value	Debit	Credit	V	B
30	JD	31/05/2010	8204	J1	Insurances-Balance at 31 May	0	T9	1,000.00	1,000.00	-	-	
70	JD	17/06/2010	8204	J3	New copier-insurance	0	T2	80.00	80.00		R	-
88	JC	30/06/2010	8204	PREPAY	Computer Insurance	0	T9	80.00		80.00	-	-
90	JD	30/06/2010	8204	PREPAY	Computer Insurance	0	T9	6.67	6.67		-	-
									Totals:	1,086.67	80.00	
									History Balance:	1,006.67		

N/C: 9998 Name: Suspense Account Account Balance: 0.00

No	Type	Date	Account	Ref	Details	Dept	T/C	Value	Debit	Credit	V	B
1	PI	31/05/2010	ADVA01	B/Fwd	Opening Balance	0	T9	780.00	780.00	-	-	
2	PI	31/05/2010	BRIT01	B/Fwd	Opening Balance	0	T9	1,292.00	1,292.00	-	-	
3	PI	31/05/2010	MAST01	B/Fwd	Opening Balance	0	T9	434.00	434.00	-	-	
4	PC	31/05/2010	SHEF01	B/Fwd	Opening Balance	0	T9	240.00		240.00	-	-
5	SI	31/05/2010	BLO001	B/Fwd	Opening Balance	0	T9	990.00		990.00	-	-
6	SC	31/05/2010	BLO001	B/Fwd PoA	Opening Balance	0	T9	200.00	200.00		-	-
7	SI	31/05/2010	JON001	B/Fwd	Opening Balance	0	T9	1,420.00		1,420.00	-	-
8	SI	31/05/2010	YOR001	B/Fwd	Opening Balance	0	T9	620.00		620.00	-	-
37	JD	31/05/2010	9998	J1	Clear Suspense	0	T9	564.00	564.00	-	-	
48	SI	08/06/2010	SRO001	RtD	Chq received 30 May	0	T9	540.00		540.00	-	-
49	BP	08/06/2010	1200	RtD	Roberts chq RtD	0	T9	540.00	540.00		-	N
									Totals:	3,810.00	3,810.00	
									History Balance:			

Date: 28/09/2012

Time: 18:25:09

Patel & Co-Level 3 Sample Paper

Page: 1

Customer Address List

Customer From:

Customer To: ZZZZZZZZ

<u>A/C</u>	<u>Name & Address</u>	<u>Contact Name</u>	<u>Telephone</u>	<u>Fax</u>
BLO001	Blooms Flower Shop 131 Ecclesall Road Sheffield			
JON001	Jones & Partners 10 Williams Square Sheffield			
SRO001	S Roberts & Son Ltd 26 Glossop Road Sheffield			
YOR001	Yordale Bank 41 Commercial Street Sheffield			

Date: 29/09/2012
Time: 11:27:31

Patel & Co-Level 3 Sample Paper
Customer Activity (Detailed)

Page: 1

Date From: 01/01/1980
Date To: 30/06/2010
Transaction From: 1
Transaction To: 99,999,999

Customer From:
Customer To: ZZZZZZZZ
N/C From:
N/C To: 99999999
Dept From: 0
Dept To: 999

Inc b/fwd transaction: No
Exc later payment: No

** NOTE: All report values are shown in Base Currency, unless otherwise indicated **

A/C: BLO001 Name: Blooms Flower Shop

Contact:

Tel:

No	Type	Date	Ref	N/C	Details	Dept	T/C	Value	O/S	Debit	Credit	V	B
5	SI	31/05/2010	B/Fwd	9998	Opening Balance	0	T9	990.00 *	990.00	990.00		-	-
6	SC	31/05/2010	B/Fwd PoA	9998	Opening Balance	0	T9	200.00 *	-200.00		200.00	-	-
47	SI	10/06/2010	1236	4000	Pipe fittings	0	T1	1,640.00 *	1,640.00	1,640.00		R	-
Totals:								<u>2,430.00</u>	<u>2,430.00</u>	<u>2,630.00</u>	<u>200.00</u>		

Amount Outstanding 2,430.00
Amount Paid this period 0.00
Credit Limit £ 0.00
Turnover YTD 2,216.09

A/C: JON001 Name: Jones & Partners

Contact:

Tel:

No	Type	Date	Ref	N/C	Details	Dept	T/C	Value	O/S	Debit	Credit	V	B
7	SI	31/05/2010	B/Fwd	9998	Opening Balance	0	T9	1,420.00 *	1,420.00	1,420.00		-	-
46	SI	08/06/2010	1235	4000	Sewer Repairs	0	T1	12,673.00 *	12,673.00	12,673.00		R	-
Totals:								<u>14,093.00</u>	<u>14,093.00</u>	<u>14,093.00</u>			

Amount Outstanding 14,093.00
Amount Paid this period 0.00
Credit Limit £ 0.00
Turnover YTD 12,440.00

A/C: SRO001 Name: S Roberts & Son Ltd

Contact:

Tel:

No	Type	Date	Ref	N/C	Details	Dept	T/C	Value	O/S	Debit	Credit	V	B
48	SI	08/06/2010	RtD	9998	Chq received 30 May	0	T9	540.00 *	540.00	540.00		-	-
Totals:								<u>540.00</u>	<u>540.00</u>	<u>540.00</u>			

Amount Outstanding 540.00
Amount Paid this period 0.00
Credit Limit £ 0.00
Turnover YTD 540.00

A/C: YOR001 Name: Yordale Bank

Contact:

Tel:

No	Type	Date	Ref	N/C	Details	Dept	T/C	Value	O/S	Debit	Credit	V	B
8	SI	31/05/2010	B/Fwd	9998	Opening Balance	0	T9	620.00 *	620.00	620.00		-	-
45	SI	06/06/2010	1234	4000	Broken pipes	0	T1	6,233.00 *	6,233.00	6,233.00		R	-
Totals:								<u>6,853.00</u>	<u>6,853.00</u>	<u>6,853.00</u>			

Amount Outstanding 6,853.00
Amount Paid this period 0.00
Credit Limit £ 0.00
Turnover YTD 6,040.00

Date: 29/09/2012
Time: 11:28:09

Patel & Co-Level 3 Sample Paper
Aged Debtors Analysis (Detailed)

Page: 1

Date From: 01/01/1980
Date To: 30/06/2010
Include future transactions: No
Exclude later payments: No

Customer From:
Customer To: ZZZZZZZ

** NOTE: All report values are shown in Base Currency, unless otherwise indicated **

A/C: BLO001 Name: Blooms Flower Shop

Contact:

Tel:

No	Type	Date	Ref	Details	Balance	Future	Current	Period 1	Period 2	Period 3	Older
5	SI	31/05/2010	B/Fwd	Opening Balance	990.00	0.00	0.00	990.00	0.00	0.00	0.00
6	SC	31/05/2010	B/Fwd	Opening Balance	-200.00	0.00	0.00	-200.00	0.00	0.00	0.00
47	SI	10/06/2010	1236	Pipe fittings	1,640.00	0.00	1,640.00	0.00	0.00	0.00	0.00
Totals:					<u>2,430.00</u>	<u>0.00</u>	<u>1,640.00</u>	<u>790.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>

Turnover: 2,216.09
Credit Limit £ 0.00

A/C: JON001 Name: Jones & Partners

Contact:

Tel:

No	Type	Date	Ref	Details	Balance	Future	Current	Period 1	Period 2	Period 3	Older
7	SI	31/05/2010	B/Fwd	Opening Balance	1,420.00	0.00	0.00	1,420.00	0.00	0.00	0.00
46	SI	08/06/2010	1235	Sewer Repairs	12,673.00	0.00	12,673.00	0.00	0.00	0.00	0.00
Totals:					<u>14,093.00</u>	<u>0.00</u>	<u>12,673.00</u>	<u>1,420.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>

Turnover: 12,440.00
Credit Limit £ 0.00

A/C: SRO001 Name: S Roberts & Son Ltd

Contact:

Tel:

No	Type	Date	Ref	Details	Balance	Future	Current	Period 1	Period 2	Period 3	Older
48	SI	08/06/2010	RtD	Chq received 30	540.00	0.00	540.00	0.00	0.00	0.00	0.00
Totals:					<u>540.00</u>	<u>0.00</u>	<u>540.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>

Turnover: 540.00
Credit Limit £ 0.00

A/C: YOR001 Name: Yordale Bank

Contact:

Tel:

No	Type	Date	Ref	Details	Balance	Future	Current	Period 1	Period 2	Period 3	Older
8	SI	31/05/2010	B/Fwd	Opening Balance	620.00	0.00	0.00	620.00	0.00	0.00	0.00
45	SI	06/06/2010	1234	Broken pipes	6,233.00	0.00	6,233.00	0.00	0.00	0.00	0.00
Totals:					<u>6,853.00</u>	<u>0.00</u>	<u>6,233.00</u>	<u>620.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>

Turnover: 6,040.00
Credit Limit £ 0.00

Grand Totals: 23,916.00 0.00 21,086.00 2,830.00 0.00 0.00 0.00

Date: 29/09/2012

Time: 11:28:48

Patel & Co-Level 3 Sample Paper

Page: 1

Supplier Address List

Supplier From:

Supplier To: ZZZZZZZZ

<u>A/C</u>	<u>Name</u>	<u>Contact</u>	<u>Telephone</u>	<u>Fax</u>
ABCO01	ABC Office Supplies 104 Ashdell Road Sheffield			
ADVA01	Advance Plumbing Supplies 23 Southgrove Road Sheffield S1 2LM	Douglas Martin		
BRIT01	British Telecom plc 10 High Street Newcastle			
MAST01	Masters Hardware 10 Moor Oakes Road Sheffield			
SHEF01	Sheffield City Council Corporation Street Sheffield S1 2PE	Rebecca Roberts		

Date: 29/09/2012
Time: 11:29:24

Patel & Co-Level 3 Sample Paper
Supplier Activity (Detailed)

Page: 1

Date From: 01/01/1980
Date To: 30/06/2010
Transaction From: 1
Transaction To: 99,999,999
Inc b/fwd transaction: No
Exc later payment: No

Supplier From:
Supplier To: ZZZZZZZZ
N/C From:
N/C To: 99999999
Dept From: 0
Dept To: 999

** NOTE: All report values are shown in Base Currency, unless otherwise indicated **

A/C: ABC001 Name: ABC Office Supplies

Contact:

Tel:

No	Type	Date	Ref	N/C	Details	Dept T/C	Value	O/S	Debit	Credit	V	B
73	PI	19/06/2010	13567	7504	Stationery	0 T1	170.20	0.00		170.20	R	-
74	PP	19/06/2010	CCP 8	1240	Purchase Payment	0 T9	170.20	0.00	170.20		-	R
Totals:							<u>0.00</u>	<u>0.00</u>	<u>170.20</u>	<u>170.20</u>		

Amount Outstanding 0.00
Amount paid this period 170.20
Credit Limit £ 0.00
Turnover YTD 148.00

A/C: ADVA01 Name: Advance Plumbing Supplies

Contact: Douglas Martin

Tel:

No	Type	Date	Ref	N/C	Details	Dept T/C	Value	O/S	Debit	Credit	V	B
1	PI	31/05/2010	B/Fwd	9998	Opening Balance	0 T9	780.00 *	780.00		780.00	-	-
43	PI	02/06/2010	23236	5000	Pipe/tape/fittings	0 T1	229.40	0.00		229.40	R	-
52	PP	11/06/2010	CP 1	1230	Purchase Payment	0 T9	225.40	0.00	225.40		-	-
53	PD	11/06/2010	CP 1	5009	Purchase Discount	0 T9	4.00	0.00	4.00		-	-
Totals:							<u>780.00</u>	<u>780.00</u>	<u>229.40</u>	<u>1,009.40</u>		

Amount Outstanding 780.00
Amount paid this period 225.40
Credit Limit £ 0.00
Turnover YTD 980.00

A/C: BRIT01 Name: British Telecom plc

Contact:

Tel:

No	Type	Date	Ref	N/C	Details	Dept T/C	Value	O/S	Debit	Credit	V	B
2	PI	31/05/2010	B/Fwd	9998	Opening Balance	0 T9	1,292.00	0.00		1,292.00	-	-
72	PP	18/06/2010	DD	1200	Purchase Payment	0 T9	1,292.00	0.00	1,292.00		-	N
Totals:							<u>0.00</u>	<u>0.00</u>	<u>1,292.00</u>	<u>1,292.00</u>		

Amount Outstanding 0.00
Amount paid this period 1,292.00
Credit Limit £ 0.00
Turnover YTD 1,292.00

A/C: MAST01 Name: Masters Hardware

Contact:

Tel:

No	Type	Date	Ref	N/C	Details	Dept T/C	Value	O/S	Debit	Credit	V	B
3	PI	31/05/2010	B/Fwd	9998	Opening Balance	0 T9	434.00	0.00		434.00	-	-
42	PI	02/06/2010	34522	6901	Tools	0 T1	690.00 *	690.00		690.00	R	-
44	PC	05/06/2010	CR34522	6901	Damaged Wrench	0 T1	115.00 *	-115.00	115.00		R	-
51	PP	11/06/2010	136001	1200	Purchase Payment	0 T9	434.00	0.00	434.00		-	N
Totals:							<u>575.00</u>	<u>575.00</u>	<u>549.00</u>	<u>1,124.00</u>		

Amount Outstanding 575.00
Amount paid this period 434.00
Credit Limit £ 0.00
Turnover YTD 934.00

Date: 29/09/2012
Time: 11:29:24

Patel & Co-Level 3 Sample Paper
Supplier Activity (Detailed)

Page: 2

A/C: SHEF01 Name: Sheffield City Council Contact: Rebecca Roberts Tel:

<u>No</u>	<u>Type</u>	<u>Date</u>	<u>Ref</u>	<u>N/C</u>	<u>Details</u>	<u>Dept T/C</u>	<u>Value</u>	<u>O/S</u>	<u>Debit</u>	<u>Credit</u>	<u>V</u>	<u>B</u>
4	PC	31/05/2010	B/Fwd	9998	Opening Balance	0 T9	240.00	0.00	240.00		-	-
41	PI	01/06/2010	100024	7103	June Rates	0 T9	400.00	0.00		400.00	-	-
50	PP	11/06/2010	CT1	1200	Purchase Payment	0 T9	160.00	0.00	160.00		-	N
Totals:							<u>0.00</u>	<u>0.00</u>	<u>400.00</u>	<u>400.00</u>		

Amount Outstanding 0.00
Amount paid this period 160.00
Credit Limit £ 0.00
Turnover YTD 160.00

Date: 29/09/2012
 Time: 11:30:04

Patel & Co-Level 3 Sample Paper
Aged Creditors Analysis (Detailed)

Page: 1

Date From: 01/01/1980
 Date To: 30/06/2010

Supplier From:
 Supplier To: ZZZZZZZZ

Include future transactions: No
 Exclude later payments: No

** NOTE: All report values are shown in Base Currency, unless otherwise indicated **

A/C: ADVA01 Name: Advance Plumbing Supplies Contact: Douglas Martin Tel:

<u>No.</u>	<u>Type</u>	<u>Date</u>	<u>Ref</u>	<u>Details</u>	<u>Balance</u>	<u>Future</u>	<u>Current</u>	<u>Period 1</u>	<u>Period 2</u>	<u>Period 3</u>	<u>Older</u>
1	PI	31/05/2010	B/Fwd	Opening Balance	780.00	0.00	0.00	780.00	0.00	0.00	0.00
Totals:					<u>780.00</u>	<u>0.00</u>	<u>0.00</u>	<u>780.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>

Turnover: 980.00
 Credit Limit £ 0.00

A/C: MAST01 Name: Masters Hardware Contact: Tel:

<u>No.</u>	<u>Type</u>	<u>Date</u>	<u>Ref</u>	<u>Details</u>	<u>Balance</u>	<u>Future</u>	<u>Current</u>	<u>Period 1</u>	<u>Period 2</u>	<u>Period 3</u>	<u>Older</u>
42	PI	02/06/2010	34522	Tools	690.00	0.00	690.00	0.00	0.00	0.00	0.00
44	PC	05/06/2010	CR34522	Damaged Wrench	-115.00	0.00	-115.00	0.00	0.00	0.00	0.00
Totals:					<u>575.00</u>	<u>0.00</u>	<u>575.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>

Turnover: 934.00
 Credit Limit £ 0.00

Grand Totals: 1,355.00 0.00 575.00 780.00 0.00 0.00 0.00

Date: 29/09/2012
 Time: 11:30:33

Patel & Co-Level 3 Sample Paper
Profit and Loss

Page: 1

From: Month 6, June 2010
 To: Month 6, June 2010

Chart of Accounts: Default Layout of Accounts [PARTIAL]

	<u>Period</u>	<u>Year to Date</u>
Sales		
Sales-Plumbing Services	17,866.09	103,866.09
	17,866.09	103,866.09
Purchases		
Opening Stock	1,500.00	1,500.00
Purchases-Materials	287.83	56,287.83
Discount Taken	(4.00)	(4.00)
Closing Stock	(900.00)	(900.00)
	883.83	56,883.83
Direct Expenses		
Consumable Tools	500.00	500.00
	500.00	500.00
Gross Profit/(Loss):	16,482.26	46,482.26
Overheads		
Gross Wages	2,357.40	13,157.40
Rent and Rates	450.00	5,650.00
Heat, Light and Power	120.00	620.00
Motor Expenses	110.00	110.00
Travelling and Entertainment	286.00	3,286.00
Printing and Stationery	398.00	2,123.00
Bank Charges and Interest	697.50	4,288.50
Depreciation	522.90	3,322.90
Profit/Loss on Disposal of Assets	80.00	80.00
General Expenses	6.67	1,006.67
	5,028.47	33,644.47
Net Profit/(Loss):	11,453.79	12,837.79

From: Month 6, June 2010
To: Month 6, June 2010

Chart of Accounts:

Default Layout of Accounts [PARTIAL]

	<u>Period</u>	<u>Year to Date</u>	
Fixed Assets			
Property	(300.00)	174,600.00	
Office Equipment	1,081.33	1,941.33	
Motor Vehicles	(184.23)	9,815.77	
	597.10		186,357.10
Current Assets			
Stock	(600.00)	900.00	
Debtors	21,159.33	23,989.33	
Deposits and Cash	(225.40)	874.60	
Bank Account	6,115.24	29,615.24	
	26,449.17		55,379.17
Current Liabilities			
Creditors : Short Term	(491.00)	1,775.00	
Taxation	(323.26)	1,076.74	
Credit Card (Creditors)	99.00	99.00	
VAT Liability	2,402.74	5,002.74	
	1,687.48		7,953.48
Current Assets less Current Liabilities:	24,761.69		47,425.69
Total Assets less Current Liabilities:	25,358.79		233,782.79
Long Term Liabilities			
Creditors : Long Term	(775.00)	185,225.00	
	(775.00)		185,225.00
Total Assets less Total Liabilities:	26,133.79		48,557.79
Capital & Reserves			
Share Capital	14,680.00	35,720.00	
P & L Account	11,453.79	12,837.79	
	26,133.79		48,557.79

Budget Report

From: Month 6, June 2010

To: Month 6, June 2010

Chart of Accounts:

Default Layout of Accounts [PARTIAL]

	<u>Period</u>				<u>Year to Date</u>			
	<u>Actual</u>	<u>Ratio(%)</u>	<u>Budget</u>	<u>Variance</u>	<u>Actual</u>	<u>Ratio(%)</u>	<u>Budget</u>	<u>Variance</u>
Sales								
Sales-Plumbing Services	17,866.09	100.00	16,666.67	1,199.42	103,866.09	100.00	100,000.02	3,866.07
	17,866.09	100.00	16,666.67	1,199.42	103,866.09	100.00	100,000.02	3,866.07
Purchases								
Opening Stock	1,500.00	8.40	0.00	(1,500.00)	1,500.00	1.44	0.00	(1,500.00)
Purchases-Materials	287.83	1.61	10,000.00	9,712.17	56,287.83	54.19	60,000.00	3,712.17
Discount Taken	(4.00)	(0.02)	0.00	4.00	(4.00)	0.00	0.00	4.00
Closing Stock	(900.00)	(5.04)	0.00	900.00	(900.00)	(0.87)	0.00	900.00
	883.83	4.95	10,000.00	9,116.17	56,883.83	54.77	60,000.00	3,116.17
Direct Expenses								
Consumable Tools	500.00	2.80	0.00	(500.00)	500.00	0.48	0.00	(500.00)
	500.00	2.80	0.00	(500.00)	500.00	0.48	0.00	(500.00)
Gross Profit/(Loss):	16,482.26	92.25	6,666.67	9,815.59	46,482.26	44.75	40,000.02	6,482.24
Overheads								
Gross Wages	2,357.40	13.19	2,250.00	(107.40)	13,157.40	12.67	13,500.00	342.60
Rent and Rates	450.00	2.52	1,041.67	591.67	5,650.00	5.44	6,250.02	600.02
Heat, Light and Power	120.00	0.67	100.00	(20.00)	620.00	0.60	600.00	(20.00)
Motor Expenses	110.00	0.62	0.00	(110.00)	110.00	0.11	0.00	(110.00)
Travelling and Entertainment	286.00	1.60	1,000.00	714.00	3,286.00	3.16	6,000.00	2,714.00
Printing and Stationery	398.00	2.23	375.00	(23.00)	2,123.00	2.04	2,250.00	127.00
Bank Charges and Interest	697.50	3.90	716.66	19.16	4,288.50	4.13	4,299.96	11.46
Depreciation	522.90	2.93	560.00	37.10	3,322.90	3.20	3,360.00	37.10
Profit/Loss on Disposal of Assets	80.00	0.45	0.00	(80.00)	80.00	0.08	0.00	(80.00)
General Expenses	6.67	0.04	200.00	193.33	1,006.67	0.97	1,200.00	193.33
	5,028.47	28.15	6,243.33	1,214.86	33,644.47	32.39	37,459.98	3,815.51
Net Profit/(Loss):	11,453.79	64.11	423.34	11,030.45	12,837.79	12.36	2,540.04	10,297.75

Patel & Co - Level 3 Sample Paper

Task 23

Calculation of Gross Profit margin

$$\frac{\text{Gross Profit}}{\text{Sales}} = \frac{46,482.26}{103,866.09} \times 100.00 = 44.75\%$$

Calculation of Net Profit margin

$$\frac{\text{Net Profit}}{\text{Sales}} = \frac{12,837.79}{103,866.09} \times 100.00 = 12.36\%$$