

Date	Description	Ref	Income	Expense	Balance	
1-Apr	Balance b/f				200.00	R
4-Apr	Folders and pens	PE1		15.00	185.00	R
15-Apr	Sale : Ms E Inkson	SI1	54.00		239.00	R
18-Apr	Sale : Mr R U Redy	SI2	30.00		269.00	R
19-Apr	Drawings	D1		10.00	259.00	R
21-Apr	Envelopes and stamps	PE2		20.00	239.00	R
24-Apr	Web host fees	PE3		40.00	199.00	R
27-Apr	Chair and desk: Chq 001	PE4		125.00	74.00	R
29-Apr	Sale : Mr J Mighty	SI3	30.00		104.00	R
30-Apr	Bank Fees	PE4		2.50	101.50	R
30-Apr	Sale : Ms T Real	SI4	54.00		155.50	R
	Balance c/f				155.50	
	Reconciliation					
	Cash Book Balance	155.50				
	Add: Unpresented cheque	125.00				
	Subtotal	280.50				
	Less: Deposit not yet showing	54.00				
30-Apr	Bank Statement Balance	\$236.50				