

# HARYANA STATE SAS-I (LAD) EXAMINATION – 2024

## Paper: Commercial Book-Keeping (Elementary)

(Without Book)

**Time Allowed: 3 Hours**

**Max. Marks: 100**

**Note:- Question Number 1 is Compulsory.**

**Q1.** The following is the trial balance extracted from the book of Mr. X as on 31<sup>st</sup> March 2024:

Particulars	Debit Amount (Rs)	Credit Amount (Rs)
Capital Account	----	100000
Plant and Machinery	78000	----
Furniture	2000	----
Purchases and Sales	60000	127000
Returns	1000	750
Opening Stock	30000	----
Discount	425	800
Sundry Debtors and Creditors	45000	25000
Salaries	7550	----
Manufacturing Wages	10000	----
Carriage Outwards	1200	----
Provision for Doubtful Debts		525
Rent, Rates and Taxes	10000	----
Advertisements	2000	----
Cash	6900	----
<b>Total</b>	<b>254075</b>	<b>254075</b>

Prepare trading and profit and loss account for the year ended 31<sup>st</sup> March 2024 and a balance sheet on that date after taking into account the following adjustments:

- Closing stock was valued at Rs 34220.
- Provision for doubtful debts is to be kept at Rs 500.
- Depreciate plant and machinery @ 10% p.a.
- The proprietor has taken goods worth Rs 5000 for personal use and additionally distributed goods worth Rs 1000 as samples.
- Purchase of furniture Rs 920 has been passed through purchase book.
- On 31<sup>st</sup> March 2024, it was decided by the management to revalue the machine at Rs 75000 before charging depreciation.

**(10+10+10 = 30 Marks)**

**From Question Number 2 to 4 (Answer any two questions out of three questions)**

**Q2.** The cost of sale of Production ‘Z’ is made up as follows:

<b>Particulars</b>	<b>Rs</b>
Materials used in manufacturing	5500
Materials used in packing	1000
Materials used in selling the product	150
Materials used in the factory	75
Materials used in the office	125
Labour required in Production	1000
Labour required for supervision of management of factory	200
Expenses - Direct - Factory	500
Expenses - Indirect - Factory	100
Expenses - Office	125
Depreciation - Office building & Equipment	75
Depreciation - Factory	175
Selling Expenses	350
Fright on Materials	500
Advertising	125

Assuming that all products manufactured are sold, what should be the selling price to obtain a profit of 25% on selling price. You are required to prepare a statement of cost showing (a) Prime Cost (b) Factory Cost (c) Total Cost of Production (d) Cost of Sales and (e) Sales.

**(5 x 2 = 10 Marks)**

**Q3.** Make journal entries of following transactions:

<b>Particulars</b>	<b>Rs</b>
Started business with Cash By Mr. A	18000
Bought goods for Cash	1500
Bought goods for Mr. X	2500
Good sold to Mr. G	3500
Bought goods from Mr. Z for cash	8000
Paid Salaries	5000
Commission received on sale of other goods	600
Deposited with the bank	1500
Withdrawn goods for personal use	600
Withdrawn cash for personal use	500

**(10 x 1 = 10 Marks)**

**Q4.** From the following particulars prepare a bank reconciliation statement as on 31<sup>st</sup> March 2024 and calculate balance as per Pass Book.

- i. On 31<sup>st</sup> March 2024, the cash book of a firm showed a bank balance of Rs.6000 (debit balance).

- ii. Cheques had been issued for Rs. 5000 out of which cheques worth Rs. 4000 only were presented for payment.
- iii. Cheques worth Rs. 1400 were deposited in the bank on 28<sup>th</sup> March 2024 but had not been credited by the bank.
- iv. One cheque for Rs. 500 was entered in the cash book on 30<sup>th</sup> March 2024 but was banked on 3<sup>rd</sup> April 2024.
- v. A cheque from Pramod for Rs. 400 was deposited in the bank on 26<sup>th</sup> March 2024 but was dishonoured and the advice was received on 2<sup>nd</sup> April 2024.
- vi. Pass book showed bank charges of Rs. 20 debited by the bank.
- vii. One of the debtors deposited a sum of Rs. 500 in the bank account of the firm on 20<sup>th</sup> March 2024 but the intimation in this respect was received from the bank on 2<sup>nd</sup> April 2024.

**(10 Marks)**

**(Questions Number 5 to 9 (Answer all questions))**

- Q5. (a). Distinguish between capital expenditure and revenue expenditure, giving examples of each.
- (b). Explain the concept of deferred revenue expenditures by giving suitable examples.

**(6 + 4 = 10 Marks)**

- Q6. (a). What is depreciation? Distinguish between straight line method and diminishing balance method of providing depreciation.
- (b). What is accounting? Distinguish between cash basis and accrual basis.

**(5 + 5 = 10 Marks)**

- Q7. What is accounting concept? Explain any four accounting concepts.

**(2 + 4 x 2 = 10 Marks)**

- Q8. (a) What is trial balance? What are its uses?
- (b) Write note on capital receipt and revenue receipt.

**(5 + 5 = 10 Marks)**

- Q9. (a) Distinguish between financial accounting and cost accounting.
- (b) Write short note on:

- 1) Golden rule of debit and credit of the three types of accounts.
- 2) Direct cost and indirect cost with examples

**(5 + 2 x 2.5 = 10 Marks)**