SOURCE DOCUMENTS AND BOOKS OF ORIGINAL ENTRY
MARKING SCHEME

1. **1996**
   (i) Balance   c/d   (ii) Contra entry
      Cash Kshs 1,680 = 1,680
       Bank Kshs 3,600

2. **1997**
   Temple trader
   Cash Boom

Date	Details	Cash 000	Bank 000	Date	Detail	Cash 000	Bank 000
95 Mar				95 Mar			
5	Sales	30	12.5	10			
15	Cash	5	12.5		Creditors		7.5
20	Cash	35		15	Bank		
	Bal	20.1	5	28	Wages	12.5	
	b/d			31	Bal	2.4	5
						20.1	12.5

3. **2000**
   Opening balances
   Cash   22,000 – 8,000
                 = 14,000
   Bank   63,000 – 36,000
                 = 27,700

4. **2001**
   cash book for the month of July, 1999

Date	Details	Bank	Cash	Date	Details	Bank	cash
July 1999				July 1999			
1	Bal b/d	6,000		1	Bal b/d		2,000
18	Debtors		80,000	22	Tel. Bills	200	
28		16,000		28	Cash		1,600
	Totals	22,000		31	Bal b/d	20,800	62,000
	Bal b/d	20,800				22,000	80,000

5. **2002**

Date	Details	Bank	Cash	Date	Details	Bank	Cash
1/3							
1	Bal b/d	13,200	56,000	15/3	Creditor		
2	Sales		12,000	31/3	Rent	7,500	8,200
27	Debtors		24,500	31/3	Bal c/d	17,700	
		25,200	80,500			25,200	72,300
1/4	Bal b/d	17,700	72,300				80,500

                                                        Z= 240,000

6. **2003**
   – To relieve the general ledger of many records that appear
   - To make it easy to refer to bank and cash balances
   - To record receipts and payments of cash in hand and at bank

7. **2004**
   – W – 40,000
   X   70,000
   Y – 54,000

9. **2007 Q14 P1**
   Books of original entry
   a) Sales journal/ debtors journal/ day book
   b) Purchase journal/ creditors journal
   c) Sales return journal/ returns inward journal
   d) Purchases returns journal/ returns outward journal

10. **2008 Q7 P1**
    (a) Sales invoice/outgoing invoice.
    (b) Debit note.
    (c) Credit note.
    (d) Purchases invoice.   *(4 x 1 = 4 marks)*

11. **2008 Q2b P2**

Date	Details	Discount Allowed	Cash	Bank	Date	Details	Discount Received	Cash	Bank
Sept 1	Bal b/d	Shs	Shs 55000	Shs 250000	Sept 3	Ribbons	Shs	Shs 4500	Shs
Sept 2	Sales			35260	Sept 8	Wangila	6000		
Sept 12	Wetu	1200		58800	Sept 15	Salaries		34000	94000
Sept 25	Bank		50000		Sept 25	Cash (c)			
Sept 28	Anyango	7500		67500	Sept 30	Bank(c)		52800	
Sept 30	Cash			52800	Sept 30	Bal c/d		13700	
		8700	105000	464360			6000	105000	464360
Oct 1	Bal b/d		13700	320360					

12. **2009 Q20**

Receipts	Date	Details	Total	Cleaning	Stationery	Bus fare
	2007	Sh	Sh	Sh	Sh	Sh
2570	April 1	Balance b/d				
10430	2	Cash/Reimbursement				
	3	Cleaning materials	3070	3070		
	4	Bus fare	2000			2000
	6	Stationery	2200			
			7270	3070	2200	2200
		Balance c/d	5730			
13000			13000			
		Balance b/d	5730			

13.   2009 Q6 P1

> Type of journals referred to are:
> > **i.**   Sales Returns journal / returns irnmunals.
> > **ii.**   Purchases Journal / Creditors journal /bought journal
> > **iii.**   Cash receipt *I* Journal proper
> > **iv.**   General journal / Journal proper   4 x l4marks

14.   2009 Q4b P2

> (b) Refer to question paper
> > (i) The name of the documentary is an invoice / debit note   3 marks
> > (ii) By paying for goods on 28th Oct, 2008, the debtor qualifies for the
> > > cash discount or furniture.
>
> Amount paid 268,200 x $\frac{90}{100}$ + 9,000 + 7,500   7 marks

> > > 24,380 + 9,000 + *7,500* = Sh. 257,880
>
> Or
>
> Ksh. 284,700 $\frac{-10}{100}$ x 268,200
>
> Ksh 284,700 — Ksh. 26,820
> = Ksh. 257,880
>
> Or
>
> Furniture 268, 200 less $\frac{10}{100}$= 26,820
>
> > 26,820 — 26,820   = **241,380**

15.   2010 Q5 P1

> > ENOTIKA TRADERS
> > BALANCE SHEET
> > AS AT 31ST DECEMBER 2008

Fixed Assets	480,000	Capital	300,000
Current Assets	145,220	*Long term liabilities*	
		2 year Bank loan	230,220
		Current liabilities	
		Creditors	95,200
	625,220		625,220

(5   x 1 = 5 marks)

16. 2010 Q6 P1

> Reasons why a three column ledger book is used both as journal and a ledger.
> i)   Cash and bank column in the cash book act as a ledger and total balances are used
>   to prepare trial balance like other ledger accounts (x2)
> ii) Both discount allowed and discount received columns act as journal and their
>   total balances are transferred to the ledger.   (x2)
> iii) Cash transactions are entered in the three column cashbook directly as they occur (x2)

17. 2012 Q20 P1

> Documents to issue:
> > i.   invoice.
> > ii.   debit note.
> > iii.   receipt.
> > iv.   credit note