

## Cash Disbursements Journal

01-May-18 To 31-May-18

| ID No.       | Account No.      | Account Name                     | Debit    | Credit Job No. |
|--------------|------------------|----------------------------------|----------|----------------|
| <b>CD</b>    | <b>01-May-18</b> | <b>Raise petty cash float</b>    |          |                |
| 1            | 1-1110           | Cheque Account                   |          | \$200.00       |
| 1            | 1-1130           | Petty Cash                       | \$200.00 |                |
| <b>CD</b>    | <b>14-May-18</b> | <b>Top-up petty cash float</b>   |          |                |
| 2            | 1-1110           | Cheque Account                   |          | \$161.00       |
| 2            | 6-2680           | Staff Amenities                  | \$15.00  |                |
| 2            | 6-2300           | Office Supplies                  | \$55.45  |                |
| 2            | 6-2800           | Travel & Entertainment           | \$77.28  |                |
| 2            | 2-1330           | GST Paid                         | \$13.27  |                |
| <b>CD</b>    | <b>31-May-18</b> | <b>Top-up petty cash float</b>   |          |                |
| 3            | 1-1110           | Cheque Account                   |          | \$160.00       |
| 3            | 6-2680           | Staff Amenities                  | \$17.00  |                |
| 3            | 6-2100           | Maintenance & Repairs            | \$68.18  |                |
| 3            | 6-2300           | Office Supplies                  | \$40.91  |                |
| 3            | 6-2800           | Travel & Entertainment           | \$20.91  |                |
| 3            | 2-1330           | GST Paid                         | \$13.00  |                |
| <b>CD</b>    | <b>31-May-18</b> | <b>Bank charges for May 2018</b> |          |                |
| SC310518     | 1-1110           | Cheque Account                   |          | \$8.50         |
| SC310518     | 6-1050           | Bank Charges                     | \$8.50   |                |
| Grand Total: |                  |                                  | \$529.50 | \$529.50       |