Cash and bank book

Relief Unlimited, PO Box 2378, Port Jabel, ZED

Page 1a

Receipt	S					
Date	Details	Ref. No.	Code	Cash in	Bank in	
01-Mar	Opening balances			1,041,050	1,056,27	
02-Mar	Sale of Euros			6,140,000		
02-Mar	Cash to bank				5,000,00	
09-Mar	Sale of Euros			1,935,000		
15-Mar	Transfer from Country Office				5,500,00	
16-Mar	Sale of Euros			4,683,000		
16-Mar	Cash to bank				3,500,00	
28-Mar	Cheque from Country Office	202			25,000,00	
28-Mar	Cashed cheque No 25018	/		3,000,000		
30-Mar	Sale of Euros			10,400,000	X	
	This cheque was paid in at the end of			The same amount is shown		
	March but does not appear on the			as a bank payment		
	March bank statement. It therefore appears in the March bank					
	reconciliation.					
Total rece	ipts (including opening balances)			27,199,050	40,056,27	

Cash and bank book

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AG accounts for this advance later in the month

Page 1b

Date	Details	Attach cancelled		Ref. No.	Chequ numbe		Cash out	Bank out
02-Mar	Cement	cheques to the acccounts and		052	25008	3 A1		2,506,50
02-Mar	Cash to bank	enter as shown.					5,000,000	_,,.
03-Mar	Transport materials	-		053	25009) A1	-,,	756,50
03-Mar	Intial float to Petty Cash			054			500.000	
04-Mar	Advance to AG			055			1,000,000	
05-Mar	Air fares	1		056	25010) B1		523,70
06-Mar	Fuel, Feb 2005			057	25011	B2		1,871,65
10-Mar	Advance to BW		1	058			1,000,000	
13-Mar	Telephone bill, office Jan	2005		059	25012	2 D2		230,60
14-Mar	Replenishment Petty Cas	h		060			482,500	
15-Mar	Photocopier			061	25013	3 C1		1,100,00
16-Mar	Cash to bank		Ì				3,500,000	
19-Mar	Staff acccomodation April, May & June 05			062	25014	4 A1		2,250,00
23-Mar	Insurance, cash in transit and office			063	25015	5 G		262,50
23-Mar	Advance to BW			064			1,000,000	
24-Mar	Cancelled cheque		065	25016	3	The same amount	/	
28-Mar	Office rent April, May & Ju	Office rent April, May & June 2005		066	25017	7 C1	is shown as a cash	2,400,00
28-Mar	Cashed cheque				25018	8 receipt		3,000,00
29-Mar	Replenishment Petty Cas	h		067		Variou	s 336,500	
30-Mar	Daily labour			068		A4	1,098,100	
30-Mar	Advance accounted for by	/ AG		069		Variou	s (58,000)	
30-Mar	Advance partly accounted	l for by BW		070		Variou	s	
31-Mar	National staff salaries			071		A2	12,235,200	
31-Mar	Bank chargees March					Н		27,50
This cheque was given to the landlord in March but does not appear on the March bank statement. It therefore appears in the March bank reconciliation				i	The float and advances were used for various items with different codes. Code on vouchers if not using analysed cash and bank book			
Total payments							26,094,300	14,928,95

Closing balance (total receipts - total payments)

1,104,750 25,127,320