ELEMENTS OF BOOK-KEEPING AND ACCOUNTANCY (254) SAMPLE QUESTION PAPER CLASS X (2025–26)

MM – 70 TIME: 3 HOURS

General Instructions

- 1. This question paper contains 30 questions.
- 2. Question 1 to 18 carries one mark each;
- 3. Question 19 to 22 carries 3 marks each;
- 4. Question 23 to 26 carries 4 marks each and
- 5. Question 27 to 30 carries 6 marks each.

S.No.	Question		Marks							
1.	Which of the following is not a Capital Receipt?									
	a) Sale of Investments	b) Sale of Building								
	c) Loan taken from Bank	d) Rent Received								
		Or								
	Which of the following is not a Rev	enue Expenditure?								
	a) Building purchased	b) Rent Paid								
	c) Repairs of Machinery	d) Salary Paid								
2.	Deferred Revenue Expenditure is li	kely to give the benefit for	1							
	a) One year only) Two Years only								
	c) Less than a year	I) More than one year								
3.	· · · · · · · · · · · · · · · · · · ·	4,00,000 on 1 st July, 2023. Depreciation	1							
		ritten down value method. What will be								
	the book value of Machinery on 31									
		3,30,000								
	c) ₹ 3,24,000 d) ₹ 3	3,20,000								
		Or								
	•	0,000 on 1 st April, 2022. Depreciation was								
		ght Line method. What will be the total								
	depreciation charged till March 31,									
		1,80,000								
		L,62,600								
4.	• •	ourchased Equipments of ₹ 10,00,000.	1							
		10% p.a by fixed instalment system. On rchased Equipments of the same amount								
	• •	b.a by reducing instalment system. On 31								
	March, 2025 which of the following									
	a) Total Depreciation	b) Total Depreciation charged by								
	charged of both the	Mario Ltd. will be more than								
	firms will be same for	Frontier Ltd. for two years								
	two years	,								
	c) Total Depreciation	d) Depreciation amount for the								
	charged by Mario Ltd.	year ending March 31, 2025								
	will be less than Frontier	will be same for both the firms.								
	Ltd. for two years									

5.	Bank Reconciliation Statemer	nt is prepa	ared		1				
	a) Every month	a) Every month b) Every Quarter							
	c) Every Year	d) When	Cash Book and	Pass Book balance					
		are not same							
		0	r						
	Bank Reconciliation statemer	nt is prepa	ared by:						
	a) Bank	b) Len	der						
	c) Government	d) Acc	ount Holder						
6.	Statement I: - When Bank Re				1				
	balance as per Cash Book; the	e Balance	derived will be o	only Credit Balance as					
	per Pass Book.								
	Statement II :- Bank Reconc		tatement is prep	pared with only Cash					
	Book balance as starting bala								
	a) Both the Stateme	nt are	•	ne Statement are					
	False		True.						
	c) Only Statement I is t			tement II is true.	_				
7.	Debit balance as per Cash			•	1				
	presented were ₹ 8,000 and	-	•						
	12,000. What will be resulting Statement?	ig balanc	e arter preparing	g Bank Reconciliation					
	a) Credit Balance as p	or Pacc	h) Crodit B	salance as per Pass					
	Book ₹ 36,000	El Fass	Book ₹ 4	•					
	c) Debit Balance as p	er Pass		alance as per Pass					
	Book ₹ 36,000	Ci i ass	Book ₹ 4	•					
8.	Depreciation is not to be char	rged on?		1,000	1				
	a) Building		hinery		_				
	c) Investments	d) Fixtu	•						
		, 0							
	Out of the following which is	not cons	sidered while cal	culating Depreciation					
	by straight line method.								
	a) Market Value	b) Cos	st						
	c) Scrap Value	d) Est	imated Life						
9.	If Bank Reconciliation Statem	ent is pre	epared with Pass	book Balance, it was	1				
	noticed that a customer has	-							
	recorded as ₹ 11,000 in (Cash Boo	k. How it will	be shown in Bank					
	Reconciliation Statement?								
	a) Added ₹ 10,000		b) Subtracted ₹						
40	c) Subtracted ₹ 21,000		d) Added ₹ 11,0						
10.	Assertion (A) :- A bill of excha	_			1				
	Reason (R) :- A bill of excharthe drawee.	ige musi	be issued by dra	wer and accepted by					
	a) Both A and R are	correct	h) Ro+h ^ a	nd R are correct but					
	· · · · · · · · · · · · · · · · · · ·	correct	•	not the correct					
	explanation of A		explanati						
	c) A is correct but	R is	•	correct but R is					
	incorrect.		correct.						
11.	Bills accepted by Rancho in fa	vour of S			1				
	a) Assets for Ranch		b) Assets	for Sultan and					
	Liability for Sultan	-	•	for Rancho					

	c) Assets for both Sultan	'			
	Rancho				
12.	• • • • • • • • • • • • • • • • • • • •	sued a bill of ₹ 10,000 on Ranveer for 3	1		
	months. What will be the matur				
	a) 28 October, 2024	b) 25 October, 2024			
	c) 27 October, 2024	d) 29 October, 2024			
		Or			
		ued a bill on Laxman of ₹ 15,000. Laxman			
	•	erred to bill to Bharat and Bharat further			
	_	. Who will received the amount on due date			
	of the bill?	man			
		man trughan			
13.		trughan	1		
13.	Freight Inward is shown in a) Debit side of Tradi	ng b) Credit side of Profit and Loss	1		
	Account	Account			
	c) Credit side of Tradi				
	Account	Account			
	Account	Or			
	Interest charged by bank is show	-			
	a) Credit side of Profit				
	Loss Account	Account			
	c) Asset side of Balance Sh				
	,	Sheet			
14.	Net Profit of firm was ₹ 4,50,00	00. There were indirect Income of ₹ 40,000	1		
	and indirect expenses of ₹ 70,00	0. What was the amount of Gross Profit?			
	a) Gross Profit ₹ 4,20,000	b) Gross Profit ₹ 5,60,000			
	c) Gross Profit ₹ 3,40,000	d) Gross Profit ₹ 4,80,000			
		Or			
	•	50,000. Which of the following will result in			
	Net Profit?	b) Commission Resolved #1 40 000			
	a) Interest Paid ₹ 2,10,000c) Discount Received ₹ 1,60,0	b) Commission Received ₹ 1,40,000 d) Discount allowed ₹ 2,00,000			
15.	1 -	of Financial Statements of a sole trader?	1		
13.		Ledger	•		
		Balance Sheet			
16.	, , , , , , , , , , , , , , , , , , ,	shown on the assets side of the Balance	1		
	Sheet?		_		
	a) Rent Outstanding	b) Unearned Commission			
	c) Accrued Interest	d) Net Profit			
17.	Statement of financial positio	n produced from incomplete accounting	1		
	record is commonly known as				
	a) Balance Sheet	b) Profit and Loss account			
	c) Statement of Affairs.	d) Statement of financial position			
		Or			
	Capital amount in case of Accor	unts from Incomplete Records is calculated			
	by preparing				
	a) Balance Sheet	b) Statement of Profit and Loss			
	c) Statement of Affairs	d) Profit and Loss Account			

18.	While preparing statement of Affairs, total of assets side was ₹ 8,50,000 and	1						
	Creditors amounted to ₹ 2,00,000. Here the balancing figure of ₹ 6,50,000							
	will be known as							
	a) Profit or Loss b) Capital							
	c) Net Assets d) Deficiency							
19.	Kanchan started business with Cash ₹ 1,50,000 and Bank Balance ₹ 2,50,000. She purchased Furniture of ₹ 80,000 and Equipments of ₹20,000. She spent ₹ 30,000 for advertisement and paid rent of ₹ 40,000. On the basis of above information, answer the following questions.	3						
	(a) What was the amount of Capital invested in business by Kanchan?(b) What is the total Capital Expenditure?(c) What is the total Revenue Expenditure?							
20.	Differentiate between the Capital and Revenue Expenditure on the basis of	3						
24	purpose, earning capacity and placement in financial statements.							
21.	Under which method of charging depreciation more amount is charged in the initial years as compared to later years? Give any two merits of this method.	3						
22.	Ricky sold goods worth ₹ 30,000 to Vicky and issued a bill for three months. The bill was duly accepted. Name the person who would have accepted the bill? Also pass journal entries (on maturity) in the books of Ricky in the following cases: I. When the bill was retained till maturity.	3						
	II. When the bill was sent to bank for collection.							
	Or							
	On March 15, 2024 Balwinder sold goods for ₹ 25,000 to Saurabh on credit. Saurabh accepted a bill for three months drawn on him by Balwinder. Ten days later, Balwinder endorsed the bill to his creditor Arpit in settlement of his dues of ₹ 26,000. The bill was met on due date. Record the necessary							
23.	journal entries in the books of Balwinder. Fill in the blanks with suitable word/words:	4						
23.	(a) The cheques deposited are entered on the side of the bank column of cash book.	•						
	(b) Bank Reconciliation statement is prepared to							
	(d) The credit column of pass book should be equal tocolumn of cash book and debit column of pass book should equal tocolumn of cash book, if there are no differences. Or							
	On 31 October, 2024 Cash Book of M/s Raghwendra and Sons showed debit balance of ₹ 45,000. On comparing it with the Pass book, the following points came into consideration. (a) Cheques issued but not yet presented for payment amounted to ₹							
	 10,000. (b) Cheques deposited in bank and cleared but omitted to be entered in Cash Book amounted to ₹ 12,000. (c) Interest allowed by Bank amounted to ₹ 3,000. Prepare Bank Reconciliation Statement. 							

	To 25 N 1 2024 B 1 1 1 1 1 N 1 1 1 7 22 222 1	_
24.	On 25 November, 2024, Doremon issued a bill on Nobita for ₹ 30,000 and	4
	on the same date drew a bill for 4 months. The bill was accepted by Nobita.	
	Doremon discounted the bill from his bank @ 9%pa. The bill was duly met	
	on due date. Give necessary journal entries in the books of Doremon and	
25	Nobita.	4
25.	The following Ledger Balances were extracted from the books of Ram	4
	Kishore on 31-03-2025. Give journal entries to transfer these balances for	
	preparation of profit and loss account and for transfer of profit to capital.	
	Gross Profit 5,40,000	
	Salaries Paid 80,000	
	Commission Received 30,000	
26.	Jethalal started business on 1 st October, 2024 with Capital of ₹ 1,50,000. He	4
	introduced additional capital on 31 st December, 2024 of ₹ 40,000. He also	
	withdrew ₹ 10,000 per month for his household expenses. He also spent ₹	
	30,000 from the business to buy mobile phone for his wife. His Capital was	
	valued as ₹ 4,70,000 as on March 31, 2025. You are required to calculate	
	profit or loss made by him for the year ended March 31, 2025 by preparing	
	Statement of Profit and Loss.	
27.	Startup India Ltd. purchased a machinery for ₹ 9,50,000 on 1st July 2023	6
	and spent ₹ 20,000 on its installation and ₹ 30,000 on its transportation. It is	
	to be depreciated @10%pa on written down value. If the books are closed	
	on 31st march each year give journal entry on the date of purchase and	
	depreciation charged for the year ended March 31, 2024 and March 31,	
	2025. Also determine the books value of Machinery to be shown in the	
	Balance Sheet as at March 31, 2025.	_
28.	Alok was running the Stationery and was having bank account with SBI,	6
	Jodhpur Branch. He prepared Cash Book on his own but he found that Cash	
	Book balance was not tallying with Pass Book balance as on February 28,	
	2025.	
	Alok approached his friend Gaurav, an accountant to discuss the problem	
	Gaurav found out the following points due to which balances of both the	
	books were not being tallied. He made a statement to tally the balances of	
	Cash Book and Pass Book.	
	(i) A customer has directly deposited ₹ 10,000 in Bank Account but	
	intimation was not received	
	(ii) Bank charged ₹ 1,000 during the month for various reasons	
	(iii) During the month, cheques totalling ₹ 20,000 were issued out of	
	which only ₹ 12,000 were presented for payment.	
	(iv) Interest allowed by Bank for period of three months was ₹ 2,000 which was not recorded in Cash Book.	
	(v) During the month, cheques totalling ₹ 30,000 were deposited in	
	bank out of which only ₹ 24,000 were credited by bank.	
	Dank out of which only 124,000 were credited by bank.	
	From the above hypothetical Case study, answer the following questions.	
	(a) Name the Statement to be prepared by Gaurav for above difference	
	The real results and Statement to be bigbailed by Caulay IOI above willefelle I	
i	· · · · · ·	
	between Cash Book and Pass Book balances.	
	between Cash Book and Pass Book balances. (b) If balance as per Pass Book is starting balance, then how will you	
	between Cash Book and Pass Book balances. (b) If balance as per Pass Book is starting balance, then how will you treat point (i)	
	between Cash Book and Pass Book balances. (b) If balance as per Pass Book is starting balance, then how will you	

- (d) If balance as per Pass Book is starting balance, then how will you treat point (iii)
- (e) If balance as per Cash Book is starting balance, then how will you treat point (iv)
- (f) If balance as per Pass Book is starting balance, then how will you treat point (v)

6

29. Following is the position statement of Mr. Manthan (who maintains his accounts in incomplete system) as on 31 March 2024 and 31 March 2025.

Particulars	31 March 2024	31 March 2025
	Amount in ₹	Amount in ₹
Cash	20,000	35,000
Bank	10,000	(Cr.) 15,000
Debtors	40,000	30,000
Creditors	15,000	20,000
Furniture	60,000	80,000
Bills Receivable	6,000	8,000
Bills Payable	5,000	4,000

During the year 2024-25, he introduced additional capital of \ge 50,000 and withdrew \ge 5,000 per month for his personal use. Ascertain his profit for the year ending March 31, 2025.

Or

- (a) What is meant by Accounts from Incomplete records?
- (b) Differentiate between Balance Sheet and Statement of Affairs.
- **30.** Following is the Trial Balance of Dhwani, an entrepreneur from Delhi for the year ended March 31, 2025.

Name of Account	Debit Balance (₹)	Credit Balance (₹)
Furniture and Fixtures	4,00,000	
Plant and Machinery	3,00,000	
Goodwill	80,000	
Stock as on April,01 2024	40,000	
Debtors and Creditors	60,000	40,000
Purchase and Sales	1,80,000	3,40,000
Returns	20,000	10,000
Rent	50,000	
Commission		40,000
Wages	20,000	
Discount	10,000	20,000
Capital		8,00,000
Cash in Hand	70,000	
Bank Balance	60,000	
Bank Loan		60,000
Drawings	20,000	
	<u>13,10,000</u>	<u>13,10,000</u>

Stock in Hand as on March 31, 2025 was ₹ 60,000.

Prepare Trading Account, Profit and Loss for the year ended March 31, 2025 and Balance Sheet as at March 31, 2025.

ELEMENTS OF BOOK-KEEPING AND ACCOUNTANCY (254) CLASS X (2025-26)

Marking Scheme

MM – 70 TIME: 3 HOURS

	- 70 HIVIE. 3 FI	
S.No.	Question	Marks
1.	d) Rent Received	1
	Or	
	a) Building purchased	
2.	d) More than one year	1
3.	a) ₹ 3,33,000	1
	Or	
	b) ₹ 1,80,000	
4.	b) Total Depreciation charged by Mario Ltd. will be more than Frontier Ltd.	1
	for two years	
5.	d) When Cash Book and Pass Book balance are not same	1
	Or	
	d) Account Holder	
6.	a) Both the Statement are False	1
7.	a) Credit Balance as per Pass Book ₹ 36,000	1
8.	c) Investments	1
	Or	
	a) Market Value	
9.	b) Subtracted ₹ 10,000	1
10.	b) Both A and R are correct but R is not the correct explanation of A	1
11.	b) Assets for Sultan and Liability for Rancho	1
12.	a) 28 October, 2024	1
	Or	
	d) Shatrughan	
13.	a) Debit side of Trading Account	1
	Or	
	b) Debit side of Profit and Loss Account	
14.	d) Gross Profit ₹ 4,80,000	1
	Or	
	c) Discount Received ₹ 1,60,000	
15.	d) Balance Sheet	1
16.	c) Accrued Interest	1
17.	c) Statement of Affairs	1
	Or	
	c) Statement of Affairs	
18.	b) Capital	1
19.	(a) Capital = 1,50,000 + 2,50,000 = 4,00,000	3
	(b) Capital Expenditure = Furniture + Equipment = 80,000 + 20,000	
	= ₹ 1,00,000	
	(c) Revenue Expenditure = Advertisement + Rent = 30,000 + 40,000 = ₹	
	70,000	

20.	Basis		Capit	al Expe	nditure		Rev	enue Expe	nditu	re		3
	Purpose			improve		pany's	То	maintain	day	to o	day	
	long term operations						 	erations				
	Earning		Incre		he e	arning			the	earn	ing	
	Capacity		capa					acity	· -		_	
	Placement Assets side of Balance Debit side of Trading Sheet Profit and Loss Account								_	ind		
21	\A/witton [\	Shee				Pro	nt and Loss	ACCO	unt		2
21.	Written D Merits (A			vietnoa								3
	i. The best time of the control of t	nis me enefits me. He eprecia comp result kpense come s a larg osolesc	thod from ence, ition is ared t as into s take Tax Ac ge por ence s	asset go it calls charge blater y almos n togeth t accept tion of gets red	on dim for proped in ear ears what equal eer every this me cost is v	inishing per allo lier yea en it be burde y year o ethod fo vritten-	g (reconstance) (reconstance) (recommender) of constance) (reconstance)	istic assum ducing) with on of cost hen asset's es less effe depreciat ofit and los purposes; n earlier ye	the part the	passag use hig y is hig and re bunt; oss du	e of gher gher pair e to	
	re	quire i	ncrea	sed repa	air and r	mainter	nance	expenses	with _l			
							escer	nce rate is h	nigh.			
22.	The bill must have been accepted by Vicky.											3
	Journal Entries Date Particulars						L.F	Debit (₹)	Cros	lit (₹)	1	
		Cash A/					L.F	30,000	Crec	iit (\\)		
	'. \	-		eivable .	Δ/c			30,000	3(0,000		
	(on due	date)				0,000		
		Bank A/		cccivea	on auc	uutej		30,000				
		•		t for Col	lection /	A/c		30,000	30	0,000		
	(1	_			on due	, -				-,		
						Or	I		I		ı	
				ournal i	n the Bo	ooks of	Balw	inder				
	Date	Partio	culars				L.F	Debit (₹)	Cred	it (₹)		
	Mar.15	Saura	abh's A	/c Dr.				25,000				
	2024	То	Sales	4/c					25	,000		
		(Bein	_									
		good				sol						
		to M										
	Mar.15			able A/c				25,000				
	2024			oh's A/c					25	5,000		
			•	ed by M	ohit)							
	Mar.25		A/c D					25,000				
	2024			eceivab	-				25	5,000		
	F.U				vour of A							
23.	Fill in the	blanks	with	suitable	word/w	ords :						4

	(-) D-	. L. ta								1	
	(a) De										
		econcile									
	(c) Cr										
	(a) De	ebit , Credit									
		Or Bank Bacanciliat		⊦ ~+	omor	.+					
	Bank Reconciliation Statement As on 31 October, 2024										
	Particula		ber,	20)24		۸ ما ما		btract		
							Add 4F 000	+	ibtract		
		as per Cash Book	forn	2) (mant		45,00				
		issued but not yet presented					10,00	_			
	in Cash E	deposited in bank but omitte	u to	be	enter	eu	12,00	١			
		allowed by Bank					3,00	<u> </u>			
		as per Pass Book					3,00		70,000		
	Dalatice	as per rass book					70,00		70,000		
24.	On 3E No	wambar 2024 Daraman sald	7000	lc +	o Nol	oito f				4	
24.		ovember, 2024, Doremon sold ne date drew a bill for 4 month	_							4	
		n discounted the bill from his l					•	•			
		date. Give necessary journal e			•				•		
	on due (nobi)	i tile i	JOOK	טו טט	HEILIC	ni aliu		
		Journal in the Boo		: D	orem	on					
	Date	Particulars	L.F		ebit (Credit	(₹)			
	Nov.25	Bills Receivable A/c Dr.			30,0		creare	1 1/			
	2024	To Nobita's A/c			30,0		30,000				
	202.	(Bill accepted by Nobita)									
	Nov.25	Bank A/c Dr.			29,1	00	0				
	2024	Discounting Charges A/c Dr.				00					
		To Bills Receivable A/c					30,0	000			
		(Bill discounted with bank)					ŕ				
		Journal in the Bo	oks o	of I	Nobit	a					
	Date	Particulars			L.F	Deb	it (₹)	Cred	lit (₹)		
	Nov.25	Doremon's A/c Dr.				30	0,000				
	2024	To Bills Payable A/c						3	0,000		
		(Bill accepted in favour of Dor	emo	n)							
	Mar. 28	Bills Payable A/c Dr.				30	0,000				
	2025	To Cash A/c						3	0,000		
		(Bill amount paid on due date)								
25.		Journal in the Book							7	4	
	Date	Particulars	L.I	=	Debi		Cred	it (₹)]		
	Mar.31	Trading A/c Dr.			5,40,	.000					
	2025	To Profit and Loss A/c		1			5,40	,000]		
	Mar.31	Profit and Loss A/c Dr.			80,	.000					
	1 2025	To Salary A/c	1	33,533			80,000			İ	
	2025	• •		_				,000	-		
	Mar.31 2025	Commission Received A/c Dr. To Profit and Loss A/c	,		30,	.000		,000,	=		

	Mar.31	Prof	it and Loss A/	c Dr			4,90,	000				
	2025		Capital A/c	CDI.			4,50,		4,90,0	000		
26.	2025	• • •	•	ement	of Pr	ofit an	d Loss		.,50,0	,00		4
	for the year ended March 31, 2025											
	Particula	ırs						Δ	mount	(₹)		
	Capital a	t the	end of the year	ar					4,70,0	000		
	Add :- Dr	awin	gs during the	year (1	0,00	0 x 6) -	+ 30,00	00	90,0	000		
	Less:- Ad	ditio	nal Capital int	roduce	d du	ring th	e year		(40,0	00)		
	Less:- Additional Capital introduced during the year (40,000) Less:- Capital at the beginning of the year (1,50,000)											
	Profit		made	(durin	ıg		th	3,70,0	000		
	year											
27.	Startup In	ndia I	td. purchased	d a ma	ichin	ery fo	₹ 9,5	0,000	on 1s	t Jul	y 2023	6
			,000 on its ins						-			
			ted @10%pa									
			each year gi	•		•			•			
	-		harged for th	-								
			termine the b			e of M	achine	ery to	be sh	own	in the	
	Balance Si	neet	as at March 3:			f Ctart	חם ומל	ia 1+d				
	Date	Dar	Journal in t ticulars	the boo	L.F	Debit		Cred				
	July 01		chinery A/c Dr		L.F	10,00		Creu	IL (\\)			
	2023		o Bank A/c	•		10,00	,000	10.00	0,000			
	Mar.31	1	reciation A/c	Dr		75	,000	10,00	3,000			
	2024		o Machinery A			, 3	,000	7!	5,000			
	Mar. 31		fit and Loss A/			75	,000		,,,,,,			
	2024		o Depreciation				,	7:	5,000			
	Mar.31	1	reciation A/c			92	,500		,			
	2025	Т	o Machinery A	\/c				92	2,500			
	Mar. 31	Pro	fit and Loss A/	c Dr.		92	,500					
	2025	Т	o Depreciatio	n A/c				92	2,500			
		Mach	ninery shown	in the	Bala	ance S	heet a	s at	March	31,	2025 ₹	
	8,32,500.											
28.	,		econciliation S		ent							6
	_		0 will be subtra will be subtra									
	-	•	will be subtra									
	-	•	will be added									
	-		will be added									
29.	, , ,,	3,000		Statem	ent o	of Affa	irs					6
				s on 3								
	Liabilitie	S	Amount (₹)	Asset			Amo	unt (₹	()			
	Creditors	S	15,000	Cash				20,00				
	Bills Paya		5,000	Bank				10,00				
	Capital (I		1,16,000	Debto	ors			40,00				
		-		Furni	ture			50,00				

1,36,000		1,36,000
	Bills Receivable	6,000

Statement of Affairs as on 31 March 2025

Liabilities	Amount (₹)	Assets	Amount (₹)
Creditors	20,000	Cash	35,000
Bills Payable	4,000	Debtors	30,000
Bank Overdraft	15,000	Furniture	80,000
Capital (b/f)	1,14,000	Bills Receivable	8,000
	1,53,000		1,53,000

Statement of Profit and Loss for the year ended March 31, 2025

Particulars	Add
Capital at the end of the year	1,14,000
Add :- Drawings during the year (5,000 x 12)	60,000
Less:- Additional Capital introduced during the year	(50,000)
Less:- Capital at the beginning of the year	(1,16,000)
Profit made during the year	8,000

Or

- (a) Accounting records, which are not strictly kept according to double entry system are known as incomplete records. It is a mechanism of maintaining records whereby some transactions are recorded with proper debits and credits while in case of others, either one sided or no entry is made.
- (b) Difference between Balance Sheet and Statement of Affairs

30.

Basis	Balance Sheet	Statement of Affairs	
Reliability	It is based on sophisticated	It is based on estimates;	
	and well developed	hence, it is less reliable.	
	principles; hence, it is more		
	reliable		
Accounting	It is prepared when	It is prepared from	
Method	accounts are maintained	incomplete records of	
	under double entry system.	business transactions under	
		single entry system.	
Omission	Omission of assets and	Omission of assets and	
	liabilities can be easily	liabilities cannot be easily	
	identified, as omission will	identified.	
	lead to mismatch of either		
	sides of the balance sheet.		
Objective	It is prepared to ascertain	it is prepared to determine	
	the true financial position.	the amount of capital at a	
		particular date.	

Trading Account

for the year ended March 31, 2022

6

Particulars		Amount (₹)	Particulars	Amount (₹)
To Opening S	tock	40,000		
To Purchase	1,80,000	1,70,000	By Sales 3,40,000	3,20,000
(-) Returns	(10,000)		(-) Returns (20,000)	
Wages		20,000		
To Gross Prof	it (b/f)	1,50,000	By Closing Stock	60,000
		3,80,000		3,80,000

Profit and Loss Account for the year ended March 31, 2022

Particulars	Amount (₹)	Particulars	Amount (₹)
To Rent	50,000	By Gross Profit	1,50,000
To Discount allowed	10,000	By Commission	40,000
To Net Profit (b/f)	1,50,000	By Discount Received	20,000
	2,10,000		2,10,000

Balance Sheet as at March 31, 2022

Liabilities	Amount (₹)	Assets	Amount (₹)
Creditors	40,000	Furniture and Fixtures	4,00,000
Bank Overdraft		Plant and Machinery	3,00,000
Capital 8,00,000		Goodwill	80,000
(-) Drawings (20,000)		Debtors	60,000
+ Net Profit 1,50,000	9,30,000	Cash in Hand	70,000
Bank Loan	60,000	Bank Balance	60,000
		Closing Stock	60,000
	<u>10,30,000</u>		<u>10,30,000</u>