

Name

Equity Expanded: Revenues, Expenses, Drawings, Capital

Sample entries for selected business transactions

1. Provided services for cash, \$100

Cash – dr – 100

--- Fees Earned – cr – 100

Cash sale

2. Sold goods for cash, \$100

Bank – dr – 100

--- Sales – cr – 100

Cash sale

3. Provided services on account, \$100

Accounts Receivable – dr – 100

----- Fees Earned – cr – 100

Sale on account

4. Sold goods on account, \$100

Accounts Receivable – dr – 100

----- Sales – cr 100

Sale on account

5. Received payment from debtor customer, \$100

Cash – dr – 100

-- Accounts Receivable – cr – 100

Receipt on account

6. Purchased supplies on account, \$100

Supplies – dr – 100

-- Accounts Payable – cr – 100

Purchase on account

7. Issued cheque to creditor supplier, \$100

Accounts Payable – dr 100

----- Bank – cr – 100

Payment on account

8. Owner withdraws \$100 for personal use

B. Gold, Drawings – dr – 100

----- Cash – cr – 100

Owner withdrawal

9. Owner invests \$100 into business

Bank – dr – 100

-- B. Gold, Capital – cr – 100

Owner investment

10. Sold company car valued at \$5,000 for \$1,000 in extraordinary transaction

Cash – dr – 1000

B. Gold, Capital – dr – 4000

----- Automobiles – cr – 5000

Sale of company asset for a loss in extraordinary transaction

11. Paid weekly salaries, \$1000

Salaries Expense – dr – 1000

----- Bank – cr – 1000

Paid salaries

12. Received bill from phone company demanding payment for phone usage, \$100

Telephone Expense – dr – 100

----- Accounts Payable – cr – 100

Purchase on account

(Once again please note that transaction #12 above is typically the only business transaction that does not involve an asset.)

SUMMARY OF DEBIT CREDIT THEORY

1) Asset

increase – **debit** (more asset)

decrease – **credit** (less asset)

2) Liability

increase – **credit** (more debt/liability)

decrease – **debit** (less debt/liability)

3) Capital (Equity)

increase – **credit** (increase in company value via owner investment or sale of company asset for gain in extraordinary transaction)

decrease – **debit** (decrease in company value via sale of company asset for loss in extraordinary transaction)

4) Drawings (Equity)

debit (owner withdrawal of money or another company asset for personal use)

5) Revenue (Equity)

credit (sale of goods or services in ordinary course of operations, whether paid for immediately or at a later date)

6) Expense (Equity)

debit (incurrence of regular cost/expense of running business in ordinary course of operations, whether paid for immediately or at a later date)

SUMMARY OF DOUBLE ENTRY SYSTEM OF ACCOUNTING

For each business transaction:

- at least one account must be debited and at least one account must be credited (one debit, one credit)
- debits are always listed first and credits are always listed last (debits before credits)
- the total dollar value of the debits must equal the total dollar value of the credits (debits equal credits)

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