



<b>Class: XI</b>	<b>Department: Commerce</b>
<b>Worksheet No: 1</b>	<b>Chapter: Bank Reconciliation Statement</b>

Multiple Choice Questions:

1. Pass book of the account holder is a copy of
  - A. the bank column of the cash book of the account holder.
  - B. the cash column of the cash book of the account holder.
  - C. the identity card of the account holder.
  - D. the relevant account in the books of a bank.
2. A credit balance in pass book indicates \_\_\_\_\_ balance and credit balance in cash book indicates \_\_\_\_\_ balance.
  - A. Bank Balance; Bank Balance
  - B. Overdraft; Overdraft
  - C. Bank Balance; Overdraft
  - D. Overdraft; Bank Balance
3. Bank reconciliation Statement is prepared to
  - A. to know the payment made through cheques
  - B. to know the errors in the Pass Book
  - C. to compare the Cash Book with Pass Book and ascertain the difference.
  - D. to know the cash withdrawn from bank.
4. Debit Balance in the Cash Book is equivalent to:
  - A. Overdraft as per Pass Book
  - B. Credit Balance as per Pass Book
  - C. Overdraft as per Cash Book.
  - D. None of these
5. Bank Reconciliation Statement is prepared
  - A. at the end of accounting year
  - B. at the end of a month
  - C. every fortnight
  - D. whenever bank statement is received and the balance is different from bank column.
6. A customer directly deposited ₹10,000 in our bank account. This entry will be recorded by the bank in
  - A. debit of Cash book
  - B. Credit of cash book
  - C. Debit of pass Book
  - D. Credit of Pass Book

7. The passbook shows a balance of ₹3,000 (Dr) and there are cheques deposited of ₹800 not yet credited and cheques issued but not presented ₹500, then the balance in the Cash book will be

- A. Balance as per CB ₹3,300
- B. Overdraft as per CB ₹2,700
- C. Bank Balance as per CB ₹4,300
- D. Overdraft as per CB ₹1,700

8. Cash Book bank balance was ₹1,790 (Dr) when compared with bank statement, bank charge of ₹140 was not recorded in Cash book and the bank did not credit a cheque of ₹820. What will be the bank balance as per Pass Book?

- A. ₹830
- B. ₹1,110
- C. ₹2,750
- D. ₹2470

9. Amar's bank balance as per cash Book was ₹2,500. A bank charge of ₹650 was recorded twice in cash book and a cheque deposit of ₹1,000 was recorded as ₹1,200. What will be the balance as per Bank Statement?

- A. Pass Book balance ₹4,150
- B. Pass Book Overdraft ₹2,950
- C. Pass Book Balance ₹2,950
- D. Pass book overdraft ₹4,000.

10. The bank statement shows overdrawn balance of ₹8,000. There were unrepresented cheques of ₹3,000 and insurance premium paid by bank on standing advice ₹2,000. What will be the cash book balance after reconciliation?

- A. ₹13,000(Cr)
- B. ₹7000(Dr)
- C. ₹3,000 (Dr)
- D. ₹9,000 (Cr)

#### PRACTICAL PROBLEMS:

11. The bank balance of Wills Ltd., on October 31, 2023 as per cash book is ₹18,000. From the following information, prepare bank reconciliation statement

- (i) Unpresented cheques ₹6,000
- (ii) Uncleared cheques ₹3,400
- (iii) Bank interest debited in the passbook only ₹1,000
- (iv) Bills collected and credited in the passbook only ₹1,600
- (v) Cheque of Arun traders dishonoured ₹1,000
- (vi) Cheque issued to Kapil & Co. not yet entered in the ₹600 of cash book.

12. The bank column of a cash book showed a debit balance of ₹49,000 on June 30, 2023. Entries in the cash book and the pass book were compared and the following differences were noticed:

- a) Cheques of Shyam ₹9,000 and of Mohan ₹15,000 were deposited but were not collected

upto June 30, 2023.

- b) Ramesh, a creditor, deposited a cheque of ₹8000 directly into the bank.
- c) Bank allowed an interest of ₹500
- d) Cheque for ₹10000 issued to Radhey Shyam was not presented for payment.
- e) Bank debited the account by ₹6000 being insurance premium

13. Prepare BRS as on 31st July 2023.

- (i) Unfavourable Balance as per Cash Book is ₹25,000 as on 31st July 2023.
- (ii) Cheques for ₹15,000 were deposited into the Bank in the month of July but only cheques for Rs.11,000 were credited by the bank till 31st July 2023
- (iii) Cheques issued for Rs. 13,000 in July, out of which a cheque for ₹3,800 was presented for payment on 3rd August.
- (iv) Bank charged ₹50 as Bank charges and credited interest of ₹370.
- (v) A customer directly deposited ₹1,550 in firm's bank A/c.
- (vi) Bank paid the Insurance Premium of ₹1,200 as per standing instructions 25.07.2023.

14. Prepare a Bank Reconciliation Statement on 31 Aug 2023 for the following:

- (i) Overdraft as per pass book ₹7,600
- (ii) Cheques deposited but not collected by bank ₹8,560
- (iii) Incidental charges paid by bank but not recorded in cash book ₹80
- (iv) Cheques issued but not presented for payment ₹3,400
- (v) Insurance premium paid by bank not recorded in cash book ₹4,200
- (vi) On 30<sup>th</sup> August cash deposited in bank ₹385 but the cashier debited the bank column with ₹485 by mistake.

15. Draw up a reconciliation statement if favourable balance of pass book is ₹15,000:

- i. On 31st March 2023 Ramesh had issued cheques amounting to Rs. 8,000 of which cheques amounting to ₹3,200 have been presented for payment.
- ii. A cheque of ₹2,200 paid by him into bank of 26th March is not credited in the pass book.
- iii. He had also received a cheque for ₹500 which although entered by him in the bank column of cash book, was omitted to be paid into the bank.
- iv. On 30th March a cheque for ₹1,570 received by him was paid into bank but the same was omitted to be entered in cash book.
- v. There was a credit of ₹150 for interest in the pass book and a debit of ₹25 for bank charges.

16. Prepare bank reconciliation statement of Shri Bhandari as on September 2023

- (i) The Payment of a cheque for ₹550 was recorded twice in the passbook.
- (ii) Withdrawal column of the passbook under cast by ₹200
- (iii) A Cheque of ₹200 has been debited in the bank column of the Cash Book but it was not sent to bank at all.
- (iv) A Cheque of ₹300 debited in the passbook was recorded in CB as ₹30.
- (v) ₹500 in respect of dishonoured cheque was entered in the passbook but not in the cash book.
- (vi) Overdraft as per passbook is ₹20,000.

17. On September 30, 2023, the cash book of Mittal Bros. Showed an overdraft of ₹6,920. From the following particulars prepare a Bank Reconciliation Statement and ascertain the balance as per passbook.

- (i) Debited by bank for ₹250 on account of Interest on overdraft and ₹50 on account of charges for collecting bills.
- (ii) Cheques drawn but not encashed before September, 31 2019 for ₹4,000.
- (iii) The bank has collected interest and has credited ₹600 in passbook.
- (iv) A bill receivable for ₹700 previously discounted with the bank had been dishonoured and debited in the passbook.
- (v) Cheques paid into bank but not collected and credited before September 30, 2023 amounted ₹6,000.

18. From the following particulars, prepare the bank reconciliation statement of Shri Krishan as on March 31, 2022.

- (a) Balance as per pass book is ₹10,000.
- (b) Bank collected a cheque of ₹500 on behalf of Shri Kannan another customer but wrongly credited it to Shri Krishan's account.
- (c) Bank recorded a cash book deposit of Rs. 1,900 as ₹1,909
- (d) Withdrawal column of the passbook under cast by ₹100.
- (e) The credit balance of ₹1,500 in the pass-book was recorded as debit balance the next day.
- (f) The payment of a cheque of ₹350 was recorded twice in the pass book.
- (g) The pass-book showed a credit for a cheque of ₹1,000 deposited by Shri Kishan.

19. The Cash Book of Mr. Sharma showed a balance of ₹3,560 as on 31st Mar. 2023 at the Bank where as Pass Book showed a balance of ₹2,430 Comparison of the Cash Book and Pass Book revealed the following.

- (i) The Bank has debited Mr. Sharma with ₹460, the annual premium of his life policy according to his standing instructions and ₹20 as Bank charges.
- (ii) Mr. Sharma paid into the Bank cheques totaling ₹3,100 on Mar. 26th 2023 of which those for ₹2,500 were collected in April. One cheque for ₹200 was returned dishonoured on 2<sup>nd</sup> April. 2023.
- (iii) The Bank has credited Mr. Sharma by ₹1,600, the proceeds of a bill.
- (iv) Cash collected on 31st Mar. 2023 totaling ₹850 was entered in the Cash Book in the Bank column on the same date but banked on 10.4.2023.
- (v) Mr. Sharma issued cheques totaling ₹2,300 in the month of March out of which cheques for ₹1000 have been presented for payment till 31st Mar.

20. Markson's & co. has a difference in balance as per cash book and bank statement as on 31st March 2023.

- i. Balance as per bank statement as on 31st March 2021 is ₹5000. Balance as per the cash book is ₹1,650.
- ii. Cheques of ₹2000 and ₹1000 issued as on 30th March 2023, but not yet cleared.
- iii. Insurance paid by the bank is ₹200. It is not yet recorded in the cash book.
- iv. An outgoing cheque of ₹1000 was recorded twice in the cash book. It is accurately recorded in the bank passbook.
- v. Payment of a ₹500 check is recorded twice in the passbook.
- vi. Dividends received ₹600 recorded only in the bank statement and not in the cash book.
- vii. A cheque of ₹500 was deposited on 29th March 2021, but it is not collected.
- viii. Bank charges of ₹50 were debited, it is only recorded in the bank passbook.

21. From the following particulars ascertain the balance that would appear in Pass Book as on 31<sup>st</sup> December 2022.

- i. Bank Overdraft as per cash book ₹63,600.
- ii. Interest on overdraft entered in the passbook on 31<sup>st</sup> Dec 2022 was ₹1,600.
- iii. Bank Charges debited in Pass book ₹300.
- iv. Cheque issued not encashed upto 31<sup>st</sup> Dec ₹11,680
- v. Interest on investment collected by the bank ₹12,000
- vi. A deposit of ₹2,600 was recorded as payment in the pass book.

22. On 31<sup>st</sup> March 2023, the pass book of Nitin showed an overdraft of ₹10,700. Prepare a bank reconciliation statement as on that date

- i. Cheque issued prior to 31<sup>st</sup> March was ₹900, of which ₹350 was encashed in the month of April.
- ii. Cheque paid into the bank in March ₹3,300, of which ₹2,100 was only credited.
- iii. Bank charge of ₹50 was recorded in the cash book as ₹30.
- iv. ₹800 on account of dishonoured cheque was entered in the pass book only.
- v. The withdrawal side of the passbook was ₹100 undercast.
- vi. Interest on overdraft ₹300 was recorded twice in the passbook.
- vii. Electric bill paid on standing instruction of ₹795 was recorded in the receipt side of the cash book as ₹597.

23. Overdraft balance shown in the cashbook of Mr. Vivek is ₹45,000. Prepare BRS as on 30<sup>th</sup> June 2023.

- i. A bill receivable for ₹5,000 previously discounted with the bank had been dishonoured and debited in the pass book.
- ii. Cheques deposited ₹22,600, of which ₹18,500 is not collected by the bank.
- iii. Cheques received and recorded in the cash book but not sent for collection ₹7,500.
- iv. Bank charges debited in cash book ₹6,000 is recorded in the cash column of the cash book.
- v. Cheques issued but not presented for payment ₹11,000.
- vi. Cheques issued on 2<sup>nd</sup> June is dishonoured on technical ground. The dishonour is not recorded in the cash book ₹9,000.

24. The following is the summary of a cash book for September, 2023.

**Cash Book (Bank Column only)**

	₹		₹
Receipts	13,221	Balance b/d	6849
Balance c/d	4,986	Payments	11,358
	18,207		18,207

All receipts are banked and payments are made by cheques. On investigation the following are observed:

- (i) Bank charges of ₹625 entered in the bank statement have not been entered in cash book.
- (ii) Cheques drawn amounting to ₹ 2,400 have not been presented to the bank for payment.
- (iii) Cheques received totaling ₹6,000 have been entered in the cash book and deposited in the bank, but have not been credited by the bank until October, 2023.
- (iv) A cheque for ₹100 has been entered as a receipt in the cash book instead of as payment.

- (v) A cheque for ₹225 has been debited by the bank in error.
  - (vi) A cheque received for ₹720 has been returned by the bank and marked “NO funds available”, no adjustment had been made in the cash book.
  - (vii) During December, an amount of ₹550 was credited by the bank and no entry is made in the cash book.
  - (viii) A cheque drawn for ₹94 has been incorrectly entered in the cash book as ₹594.
- Prepare a bank reconciliation statement as on 30<sup>th</sup> September 2023.