

Receipts and Payments Account

Company Name:

Address:

Contact No:

Email ID:

GSTIN No:

Receipts and Payments Account for the year end of

Receipts	Amount (Dr)	Payments	Amount (Cr)
Balance b/d	-	Balance b/d	-
Cash in Hand		Bank Overdraft	
Sale of Investments		Printing and Stationery	
Endowment Fund Receipts		Interest Paid	
Subscriptions Received		Purchase of refreshments	
Sundry Receipts		Lighting Charges	
Government Grants Received		Repair and Renewals	
Sale of Refreshments		Conveyance Paid	
		Books Purchased	
		Insurance premium Paid	
		Balance c/d	
		Cash at Bank	
		Cash in Hand	
Total		Total	

