

ROLL No.....

**NATIONAL COUNCIL FOR HOTEL MANAGEMENT  
AND CATERING TECHNOLOGY, NOIDA  
ACADEMIC YEAR – 2014-2015**

COURSE : 1<sup>st</sup> Semester of Post Graduate Diploma in  
Accommodation Operations & Management  
SUBJECT : Accountancy  
TIME ALLOWED : 03 Hours MAX. MARKS: 100

(Marks allotted to each question are given in brackets)

Q.1. Journalise the following transactions in the books of Moti Enterprises:

2013	Particulars
Nov 1	Started business with cash ₹50,000/- and bank balance ₹30,000/-.
Nov 3	Bought stationery ₹1,800/-
Nov 6	Purchased machinery worth ₹10,000/- by cheque.
Nov 13	Bought goods of ₹8,000/- from Banwari with a trade discount @10%.
Nov 15	Cash sales ₹6,000/-.
Nov 19	Paid rent to landlord ₹2,500/-
Nov 23	Withdrew from bank ₹1,500/- for personal use.
Nov 25	Paid to Banwari ₹7,000/- in full settlement of his account.
Nov 28	Received interest ₹900/-
Nov 30	Paid salaries to staff ₹5,000/-

(10)

Q.2. Enter the following transactions in a Triple Column Cash Book:

2013	Particulars
Jan 1	Cash in hand ₹800/- and Bank overdraft ₹5,700/-.
Jan 5	Received a cheque from Ram ₹3,250/-.
Jan 7	Deposited Ram's cheque into bank.
Jan 10	Paid to Sohan by cheque ₹2,425/-.
Jan 15	Ram's cheque returned dishonoured.
Jan 20	Withdrew from bank for office use ₹250/-.
Jan 25	Cheque received from Hari ₹1,200/-.
Jan 28	Hari's cheque was endorsed in favour of Mukesh.
Jan 30	Paid rent by cheque ₹150/-
Jan 31	Bank charges ₹25/-.

(10)

Q.3. From the following Trial Balance, prepare a Trading and Profit & Loss Account and a Balance Sheet:

**TRIAL BALANCE OF MR. RAMESH**

As On 31.03.2013

Particulars	Debits (₹)	Credits (₹)
Capital		24,500/-
Creditors		2,500/-
Bills Payable		3,850/-
Sales		65,360/-
Loan		7,880/-
Commission		1,320/-
Bank overdraft		3,300/-
Discount received		900/-
Drawings	2,000/-	
Debtors	6,280/-	
Salaries	4,740/-	
General expenses	105/-	
Cash in hand	80/-	
Bad debts	550/-	
Electricity	1,800/-	
Insurance & Taxes	1,315/-	
Machinery	9,340/-	
Opening stock	16,200/-	
Purchases	47,000/-	
Wages	7,200/-	
Buildings	11,000/-	
Motor Car	2,000/-	
<b>TOTAL:</b>	<b>1,09,610/-</b>	<b>1,09,610/-</b>

Additional Information:

- (i) Closing stock on 31.03.2013 valued at ₹ 23,000/-.
- (ii) Charge depreciation on Machinery @10%, Buildings @5% and Car @ 15%.
- (iii) Outstanding taxes amounted to ₹ 185/-.
- (iv) Prepaid salaries ₹ 540/-

(20)

Q.4. What do you mean by GAAP? Discuss **any four** concepts of accounting. (2+8=10)

**OR**

What is a cash book? Discuss the various types of cash book with their respective formats.

(3+7=10)

Q.5. Distinguish between (**any two**):

- (a) Debit Note and Credit note
- (b) Profit & Loss Account and Balance Sheet
- (c) Balances method and Totals Method
- (d) Simple Journal Entry and Compound Journal Entry

(2x5=10)

Q.6. From the following information, prepare a Bank Reconciliation Statement in the books of Radhey Shyam as on 31<sup>st</sup> March 2013 and find the bank balance shown in the pass book:

- (a) On 31<sup>st</sup> March 2013, the cash book showed a bank balance of ₹ 15,000/-.
- (b) Cheques of ₹ 4,600/- issued but not presented for payment.
- (c) Cheques of ₹ 4,100/- paid into bank but had not yet been cleared.
- (d) Bank interest charged by the bank ₹ 200/- not yet recorded in cash book.
- (e) Interest ₹ 500/- credited by the bank not yet intimated.

**OR**

Distinguish between Capital expenditure and Revenue expenditure.

(10)

Q.7. Write short notes on (**any five**):

- (a) Double entry system
- (b) Pre-paid expenses
- (c) Outstanding expenses
- (d) Real accounts
- (e) Deferred revenue expenditure
- (f) Limitations of Trial balance
- (g) Imprest system

(5x2=10)

Q.8. Enter the following transactions in proper subsidiary books:

2012	Particulars
Sept 1	Purchased goods from Mahinder ₹40,000/- less 10% trade discount.
Sept 5	Sold goods to Moti ₹10,000/- less 5% trade discount.
Sept 6	Returned goods to Mahinder ₹5,000/- being not as per sample.
Sept 7	Sold goods to Shyam Singh ₹30,000/- less 8% trade discount.
Sept 8	Goods of ₹4,000/- were returned by Shyam Singh being damaged.
Sept 9	Purchased furniture worth ₹6,000/- on credit from Kailash.
Sept 12	Sold goods to Mahesh ₹8,000/-.
Sept 18	Purchased goods from Kimi ₹12,000/-.

**OR**

Define a Trial Balance. Discuss its advantages and limitations.

(10)

Q.9. State True or False:

- Money measurement concept of accounting states that assets acquired by a business are to be recorded at their cost prices only.
- The person to whom business owes money is called a creditor.
- Purchase book records both cash and credit purchases of goods.
- In large business concerns, petty cash book is maintained by the main cashier.
- Wages paid for the installation of new machinery purchased is revenue expenditure.
- Trial Balance checks the arithmetical accuracy of the books of accounts.
- Assets minus liabilities are capital.
- In the transaction 'discount allowed to customer', the discount account is credited.
- Bank reconciliation statement is prepared by the bank.
- Cost of goods sold = Opening stock plus Net purchases plus Direct expenses minus Closing stock.

(10x1=10)

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