

**NATIONAL COUNCIL FOR HOTEL MANAGEMENT  
AND CATERING TECHNOLOGY, NOIDA  
ACADEMIC YEAR - 2013-2014**

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. Prepare Trading and Profit & Loss Account for the year ending 31<sup>st</sup> March 2010 and a Balance Sheet as on date in the books of Mr. Rohit Mehra:

Particulars	₹	Particulars	₹
Capital	1,20,000/-	Drawings	21,000/-
Stock (1.4.2009)	45,000/-	Plant & Machinery	24,000/-
Furniture	1,500/-	Purchases	2,95,000/-
Sales	4,35,000/-	Insurance	1,500/-
Purchase return	4,000/-	Sales return	7,000/-
Rent	5,000/-	Trade expenses	2,000/-
Salaries	24,000/-	Wages	40,000/-
Bad debt	1,000/-	Investment	50,000/-
Sundry debtors	40,000/-	Sundry creditors	19,000/-
Bad debt reserve	800/-	Cash	12,200/-
Premises	6,000/-	Misc. receipt	1,200/-
Patent	4,800/-		

**Adjustments:**

- (a) Stock as on 31.03.2010 ₹75,000/-
- (b) Depreciate machine @10% and furniture @20%
- (c) Wages ₹5,000/- and salaries ₹1,200/- outstanding
- (d) Pre-paid rent ₹1,000/-

(20)

Q.2. What is Accounting Principle? Explain the various types of accounting concepts in detail.

**OR**

Explain the term 'Journal'. Outline the process of journalizing. Explain its advantages.

(10)

- Q.3. Explain the procedure for posting the ledger account from journal entries. Draw a specimen format of ledger. (10)

**OR**

Define the following terms in **one or two** sentences:

- |                   |                   |               |
|-------------------|-------------------|---------------|
| (i) Opening Entry | (ii) Depreciation | (iii) Capital |
| (iv) Account      | (v) Balance Sheet |               |

(5x2=10)

- Q.4. What are the causes of disagreement in the pass book and cash book balance in bank reconciliation statement? How would you reconcile them?

**OR**

From the following transaction, prepare a purchase book of M/s. Alpine industries for the month of October 2011:

**2011**

- |        |   |
|--------|---|
| Oct 2  | Purchase 100 dozen writing pads from Shyam & Co. @ ₹100/- each<br>Trade discount 2%                       |
| Oct 10 | Purchase cosmetic and perfume product from HUL worth ₹10,000/-<br>and cartage paid ₹200/-                 |
| Oct 15 | Purchase for cash ₹10,000/- from XYZ Ltd.   |
| Oct 17 | Purchase electric bulb & tube lights from M/s. Jayaram electrical for<br>₹45,000/- Trade discount 5%      |
| Oct 28 | Purchase Steel utensils from Ram Gopal & Co. for ₹75,000/- Trade<br>discount 2% and cartage paid ₹1,000/- |

(10)

- Q.5. What is imprest system of petty cash book? Explain its advantages in detail.

**OR**

Explain the types of cash book with specimen format in detail.

(10)

- Q.6. Why is distinction between capital and revenue expenditure required? Explain in detail through suitable examples.

**OR**

Distinguish between Gross Profit and Net Profit.

(10)

Q.7. Pass Journal Entries:

- Full settlement of Rajeshwari's account by cash payment ₹970/- and avail cash discount ₹30/-
- Proprietor took away for his personal use ₹5,000/-
- Loss of cash by theft ₹2,000/- recorded
- Goods worth ₹400/- distributed as free samples
- Bank charges deducted by bank ₹500/-

(10)

Q.8. Following balances appear in various accounts of XYZ Ltd. on 31.03.2010. Prepare a trial balance:

Particulars	₹	Particulars	₹
Capital	20,000/-	Apprentices premium	300/-
Machinery	8,000/-	Insurance premium	200/-
Building	9,000/-	Interest on investment	600/-
Rent & Taxes	500/-	Bank charges	100/-
Debtors	6,000/-	Investment	6,000/-
Stationery	900/-	Printing	300/-
Bills payable	1,950/-	Creditors	3,000/-
Loan from Ram & Co.	8,000/-	Office expenses	650/-
Opening stock	500/-	Wages	1,200/-
Bank	1,500/-	Sales	9,000/-
Cash	500/-	Purchases	3,500/-
Drawings	2,000/-	Furniture	2,000/-

(10)

Q.9. Fill in the blanks:

- \_\_\_\_\_ is regarded as father of accounting.
- Pre-paid expense is a \_\_\_\_\_ account (Real/Personal/Nominal).
- Real Account is related to \_\_\_\_\_ (Expenses/Assets/Liabilities).
- Cash received from Mr. Lalwani as rent shall be credited to \_\_\_\_\_ Account (Cash account/rent account/ Mr. Lalwani's account).
- Cash account has always \_\_\_\_\_ balance (Debit/Credit).
- Trial balance is a/an \_\_\_\_\_ (Statement/Accounts).
- Installation charges on new machinery is a \_\_\_\_\_ expenditure (Revenue/Capital).
- A ledger is a \_\_\_\_\_ book (Primary book/Principal book).
- Any amount or goods taken by the proprietor of the business for personal use is known as \_\_\_\_\_ (Drawings/Withdrawals).
- In every transaction atleast \_\_\_\_\_ parties involved (2/3/4).

(10x1=10)

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