

**DEPOSIT SLIP**

Question 34

You are required on behalf of Belmont Stationery Wholesalers (ABN 77 999 554 232) to:

- (a) Check and complete the change analysis docket dated 1 October 20\_\_, and then
- (b) Complete the deposit slip dated 1 October 20\_\_ using the supporting documentation on pages 40 and 41, remembering to check the documents for accuracy and validity. Any irregularities found should be corrected using appropriate enterprise procedures and policies. Note Maxwell Hayes is authorised to sign all documentation.

<b>BETTER BUSINESS BANK LTD</b>		.....1 October 20.....	
ABN 88 205 332 111			
BRANCH: ..... BRISBANE .....			
ACCOUNT NO: ..... 90-768990 .....			
PAID IN BY: ..... <i>Maxwell Hayes</i> .....	Notes	\$800	00
	Coins	25	00
	<b>Total Cash</b>	<b>825</b>	<b>00</b>
FOR CREDIT OF:  Belmont Stationery Wholesalers ABN 77 999 554 232 .....	Cheques	75	12
	Merchant Summary	55	46
	<b>Total</b>	<b>\$955</b>	<b>58</b>
<b>DRAWER</b>	<b>BANK</b>	<b>BRANCH</b>	<b>AMOUNT</b>
William Butler	QSB	Cairns	\$75 12
		<b>TOTAL CHEQUES</b>	<b>\$75 12</b>

<b>Belmont Stationery Wholesalers</b>				Change	
ABN 77 999 554 232				.....1 October 20.....	
Coins	No		Notes	No	
5¢	20	\$ 1.00	\$5	30	\$150.00
10¢	30	3.00	\$10	8	80.00
20¢	5	1.00	\$20	6	120.00
50¢	10	5.00	\$50	5	250.00
\$1	5	5.00	\$100	2	200.00
\$2	<del>5</del>	<del>10.00</del>			
	<del>5</del>	<del>15.00</del>			
	<del>5</del>	<del>15.00</del>			
Total	<del>25</del>	<del>\$25.00</del>	Total		<del>\$800.00</del>
<b>TOTAL CASH</b>		<b>\$825.00</b>			
Signature		<i>Maxwell Hayes</i>			

Error 5

Question 34 continued

**CITIZENS BANK LTD**  
**BENOWA** BRANCH  
 ABN 12 009 662 707

29 September 20\_\_

PAY Madison Office Stationery OR BEARER

THE SUM OF Twenty dollars only

Bob Stevenson Jenna Howson

NO. 009300 Benowa Office Sales ABN 55 884 333 000

Not Negotiable

Error 1

Error 2

**BETTER BUSINESS BANK LTD**  
**LOTA** BRANCH  
 ABN 88 205 332 111

5 October 20\_\_

PAY Belmont Stationery Wholesalers OR BEARER

THE SUM OF One hundred dollars only

Janine Scott

NO. 000987 Lota Finances Pty Ltd ABN 18 004 989 776

Not Negotiable

**BETTER BUSINESS BANK LTD**  
**BRISBANE** BRANCH  
 ABN 88 205 332 111

30 April 20\_\_

PAY Belmont Office Supplies OR BEARER

THE SUM OF Twenty five dollars and thirty two cents only

Peter Henderson

NO. 001800 Bayside Copy Paper ABN 25 775 889 321

Not Negotiable

Error 3

**QUEENSLAND SAVINGS BANK LTD**  
**CAIRNS** BRANCH  
 ABN 99 335 662 546

28 September 19\_\_

PAY Belmont Stationery Wholesalers OR BEARER

THE SUM OF Seventy five dollars and twelve cents.

Bill Butler  
William Butler

NO. 0087

Not Negotiable

**BETTER BUSINESS BANK LTD** 1 October 20\_\_

ABN 88 205 332 111

BRANCH NO.: 1890

MERCHANT NO.: 3349902

MERCHANT'S SIGNATURE: Maxwell Hayes

Merchant Summary  
 \$55.46

TOTAL AMOUNT \$144.57<sup>MH</sup>

NO.	NAME OF CARDHOLDER	EXP. DATE	CARDHOLDERS NUMBER	AMOUNT
01	Howard Hudson	11/08	0 5 8 4 1 8 5 2 9 6 3 0 7 4 1	\$33.00
02	William Best	06/05	0 6 7 3 0 7 4 1 8 5 2 9 6 3 0	\$89.11 <sup>MH</sup>
03	Jennifer Watson	06/09	0 9 6 2 9 6 3 0 7 4 1 8 5 2 0	\$22.46

Error 4

(c) List all errors found (if any) in the above documents.

- Cheque No. 009300 - incorrect payee
- Cheque No. 000987 - postdated cheque/second signature required
- Cheque No. 001800 - delay in banking; incorrect payee
- Merchant Summary - the credit card for William Best has expired; consequential error in additions (total amount should be \$55.46 and not \$144.57)
- Change Analysis Docket - error in extensions (\$2 coins should be \$10 and not \$15); consequential error in additions (total coins should be \$25 and not \$30).