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**Paul's Guitar Shop, Inc.**  
**Adjusted Trial Balance**  
**December 31, 2015**

Account	Debit	Credit
Cash	\$ 32,800	
Accounts Receivable	300	
Prepaid Rent	1,000	
Inventory	39,800	
Leasehold Improvements	100,000	
Accumulated Depreciation		2,000
Accounts Payable		\$ 49,000
Accrued Expenses		450
Unearned Income		1,000
Long-term Liabilities		99,500
Common Stock		10,000
Dividends	1,000	
Revenues		27,800
Cost of Goods Sold	10,200	
Depreciation Expense	2,000	
Rent Expense	500	
Supplies Expense	500	
Utilities Expense	400	
Wages Expense	750	
Interest Expense	500	
<b>Totals</b>	<b>\$ 189,750</b>	<b>\$ (189,750)</b>

Trial balance template excel. Trial balance template pdf. Trial balance example excel.

Usually, it is prepared at the end of an accounting period that assists us in the easy drafting of other financial statements. Trial Balance Template is a ready-to-use template in Excel, Google Sheets, and OpenOffice Calc that enables you to make the statement of all closing balances of ledger accounts on a certain date. 123 is written instead of 132. Limitations and Undetectable Errors This statement can easily identify any mistake in terms of mathematical or typographical errors entered in the ledger. It is mandatory to resolve before the preparation of financial statements. Totals of both debit and credit side should match. In the worst-case scenario, if you cannot locate the errors then transfer the difference to Suspense Account. There is a strong relationship exists between them. Missing any of these incorrect balances will provide inaccurate information. In addition to this, you can also download other accounting templates like Profit and Loss Statement, Bank Reconciliation, and Cash Flow Statement. There are some errors where it doesn't help. We thank our readers for liking, sharing, and following us on different social media platforms, especially Facebook. Post-Closing Usually, the Post-Closing Trial Balance will be the same as above. What is a Trial Balance Statement? Whereas, on the credit side you record the liabilities, capital, and income accounts. The accounting head is as follows: Petty Cash Cash In Current A/C Cash In Savings A/C Accounts Receivable Bad Debts Reserve Stock Inventory Insurance Advance Paid Expenses Office Supply Deposits with Utility Companies Notes Receivable Investments Organization Expense Vehicles Depreciation - Vehicles Furniture and Fixtures Depreciation - Furniture and Fixtures Equipment Depreciation - Equipment Buildings Depreciation - Buildings Land Goodwill Other Intangible Assets Accounts Payable Sales Tax Payable Other Taxes Payable Accrued Wages Unearned Revenue Accrued Income Taxes Credit Card Bank Loan Notes Payable Equity Share of Owner Owner's Drawing Account Common Stock Additional Paid-In Capital Preferred Stock Retained Earnings Sales Revenues Sales Returns and Allowances Income on other Investments Gain / Loss on Sale of Assets Purchases Freight Purchase Returns and Allowances Cost of Goods Sold - Materials Labor - Cost of goods sold Direct Expenses - Cost of Goods Sold Indirect Expenses - Cost of Goods Sold Advertising Amortization Bad Debt Expense Bank Charges Charitable Contributions Commissions Expense Contract Labor Credit Card Fees Expense Delivery Expense Depreciation Dues and Subscriptions Entertainment Insurance Interest Expense Maintenance Miscellaneous Office Expense Operating Supplies Payroll Taxes Permits and Licenses Postage Professional Fees Property Taxes Rent Repairs Telephone Travel Utilities Vehicle Expenses Wages Income Taxes Totals The trial balance will ensure that the debits are equal to the credits. Note: To edit and customize the Google Sheet, save the file on your Google Drive by using the "Make a Copy" option from the File menu. Doesn't rectify the reporting of the amount under the wrong head. Record all expenses on the debit side. It is a statement with all closing balances of ledger accounts on a certain date. Find such figures and rectify them. Match again the Cash balance and Bank balance properly. Purpose of Making a Trial Balance It is the first step towards the yearly closing. How to Locate Errors in Trial Balance? Excel Google Sheets Open Office Calc Click here to Download All Financial Statement Excel Templates for ₹299. 12+ FREE WORKSHEET Templates - Download Now Microsoft Word (DOC), Microsoft Excel (XLS), Google Docs, Apple (MAC) Pages, Google Sheets (SPREADSHEETS), Apple Numbers 344+ Sheet TemplatesSheet Templates in WordSample Trial Balance Worksheet TemplateDetailsFile FormatGoogle DocsGoogle SheetsMS ExcelMS WordNumbersPagesSize: A4, USDownloadTrial Balance Worksheet TemplateDetailsFile FormatMS ExcelMS WordNumbersPagesSize: A4, USDownloadTrial Balance TemplateDetailsFile FormatSize: A4, USDownloadPersonal Balance Sheet TemplateDetailsFile FormatMS ExcelMS WordNumbersPagesSize: A4, USDownloadMonthly Balance Sheet TemplateDetailsFile FormatMS ExcelMS WordNumbersPagesSize: A4, USDownloadQuarterly Balance Sheet TemplateDetailsFile FormatMS ExcelMS WordNumbersPagesSize: A4, USDownloadBalance Sheet TemplateDetailsFile FormatNumbersMS ExcelMS WordPagesSize: A4, USDownloadMonthly Budget Worksheet TemplateDetailsFile FormatMS ExcelMS WordNumbersPagesSize: A4, USDownloadNow, creating the whole trial balance sheet right from the scratch gets very daunting for your accounts managers. When the mistake is found, pass the entrance to a suspense account and close it. To find such errors divide the difference by 9. Recheck that the carry forward of all subsidiary books is properly done. Let's discuss the contents of the template. In case, you entered the wrong amount on both sides: debit and credit. Moreover, tax accounts, interest, and donations shall not be included in a post-closing trial balance. Sometimes due to adjustments or unrecorded entries, the balances of ledgers might change. But there are trial balance worksheet template forms today that work to reduce the work pressure to a great extent. Contents Of Trial Balance Template This template consists of two sections: Header Section and Data Input Section Header Section This section consists of the heading of the sheet with the date of preparation. In other words, the accounts that are having zero balance will not be considered. On the debit side, you record the Assets and expenses accounts. Similarly, you must record all the liabilities on the credit side. Thus, you need to keep in mind that the trial balance is not the final document of accounts. Check the individual totals of Sundry Debtors/Creditors. Still, it will balance it. Sometimes, we decrease the wrong expense account while making a payment or the transactions are entered twice. This template can be helpful to Accounts Assistants, Accountants, and Auditors, etc. Furthermore, on the right-hand side, you can see the difference between Debit and Credit amounts. Yes, a trial balance includes a total of all the general ledger accounts. Helps to identify, rectify, and balance debit and credit entries of ledger accounts according to the double-entry system. If so, check whether it is reported in the correct column. Transposition means recording digits in a different order. Frequently Asked Questions There are four rules of trial balance: You must record all the assets on the debit side. There can be transposition or transplacement errors. They are: A transaction not entered in the books of account or ledger will not have entries on both sides. Thus, the balance of debit and credit side will match. Individually recheck the trial balance amounts with ledger accounts. Your trial balance report acts as source of the financial statements of your company and helps in proper accounts management.You can also see Inventory Worksheet Templates. Thus, preparing this document is the first and foremost step in the preparation of financial statements. It ensures the accuracy of extraction from the account balances from the ledgers. (balance sheet, Income Statement, Cash flow Statement, etc) Types of Trial Balance There are 3 types of Trial Balance: Unadjusted Unadjusted Trial Balance is the first and foremost document to be prepared for final accounts. You need to prepare it before passing any adjustment entries. In other words, it is prepared to find the unadjusted ledger balances if there are any in our ledgers. The trial balance will not include all the ledgers that have matching debit and credit totals. Pro-Tip Please note that just because our trial balance is balanced, it does not mean that the accounts are correct or that mistakes haven't occurred. Trial Balance Template We have created a Trial Balance Template in with predefined formulas. If the totals don't match, we need to investigate the differences. Mistakes of an unbalanced trial balance will be carried forward to the Profit and Loss Account as well as the Balance sheet. such errors occur when the accountant records such a balance might on the wrong side that causes a difference of double amount. Once the trial balance is prepared, the next step is to prepare other financial statements like Profit and Loss Account and Balance Sheet. 1.23 reported instead of 12.3. The difference is 11.07 which his divisible by 9. To locate errors in your trial balance you can follow the below-mentioned steps: Divide the difference between debit and credit column by 2 and see if a similar amount appears in the Trial Balance. The difference is 9 and is divisible by 9. Similarly, trans- placement means recording the wrong decimal places to the left or right. This will also balance the statement and will not rectify this error. Re-confirm by checking that the opening balances are correctly brought forward. Trial Balance is a document in which we record the closing balances of all the ledger accounts at the end of the accounting period. How to Prepare Trial Balance? i.e. having debit and credit total equal are not considered in the trial balance. Record Income/gain on the credit side. If the difference amount is evenly divisible by 9, it is due to transposition or trans- placement of figures. When you do an opposite entry; report the debit amount in credit and the credit amount in debit. It helps add the opening balances for the next accounting year. Hence, we will be unable to get true and reliable results from these Financial Statements. I have included most of them, but if required you can change it as per your need. If the totals of debit balances and credit balance do not match, then you need to check the ledger balances again. You may also see Simple Balance Sheet Templates.Benefits of Trial Balance Worksheet TemplateA sample trial balance worksheet template comes up with a readymade trial balance worksheet so that you don't need to create the worksheet from scratch.You would simply need to enter balance for every account & the spreadsheet would calculate out the debits & credits on its own.Such an accounting worksheet template is a huge time and energy saver.The automatic calculation facility reduces chance of errors on the trial balance sheet.These templates are easily customizable.A lot of sites over the internet assure trial balance worksheet template free download. Follow the below-given steps: To prepare this document, all the ledger balances are separated into debit and credit balances. Trial balance is always a crucial aspect of a company's financial department with its report on ending & debit & credit balances in every account by the conclusion of reporting period. Insert the closing balances of all the accounting heads into this section. Furthermore, the formula applied here is =SUMPRODUCT(SUM(B5: B89)-SUM(C5: C89)) Data Input Section This section consists of all the accounting heads from the Ledger. This template helps you easily prepare trial balance and find the difference. The main purpose of preparing this document is to ensure that all the entries are made according to the ruling of the double-entry system. If you have any queries or questions, share them in the comments below and I will be more than happy to help you. One should not include income statement accounts such as revenue and operating expense accounts in a trial balance. For example, you might have increased the wrong asset account at the time of purchase. Therefore, there can be entries that we have missed or items we might have entered in the wrong account. Adjusted Trial Balance is prepared to see whether the adjustment entries passed are correct or not after making all adjustments.

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