## SECONDARY EDUCATION CERTIFICATE LEVEL 2022 MAIN SESSION

SUBJECT:
PAPER NUMBER:
DATE:
TIME:

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Accounting
I
5th}May202
4:00 p.m. to 6:05 p.m.
```

Answer ALL questions. Questions 1-10 are multiple choice and carry 2 marks each. Questions 11-14 carry 20 marks each.

For questions 1 to 10, copy the following table on your booklet and insert the letter that best describes the correct answer in the row below the question number.

| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| :--- | :--- | :--- | :--- | :--- | :--- | :--- | :--- | :--- | :--- |
|  |  |  |  |  |  |  |  |  |  |

1. The information for the preparation of the sales returns day book is obtained from:
a) invoices received
b) invoices sent out.
c) credit notes sent out.
d) bank statements.
2. The sales account is:
a) a book of original entry.
b) a ledger account.
c) a day book.
d) a day book and a ledger account.
3. The main purpose of an allowance for doubtful debts is to:
a) set aside cash for amounts that are unlikely to be received from receivables.
b) write off receivable accounts.
c) ensure that all customers pay their account.
d) charge amounts that are unlikely to be received from receivables against profit.
4. A business keeps a petty cash float of $€ 500$. During a period, $€ 410$ have been spent. How much will be reimbursed at the end of the period according to the imprest system?
a) $€ 410$.
b) $€ 90$.
c) $€ 500$.
d) $€ 910$.
5. The depreciation charge for 2021 was omitted from the financial statements of 2021. Which of the following reflects the effects of this error on the 2021 financial statements?
a) net profit was overstated.
b) non-current assets were overstated.
c) net profit and non-current assets were overstated.
d) net profit and non-current assets were understated.
6. Purchases on credit of $€ 5,000$ were subject to a trade discount of $15 \%$. The correct double entry is:

## Debit

a) Trade payables account
b) Trade payables account
c) Purchases account
d) Purchases account

| $€$ | Credit | $€$ |
| :---: | :--- | ---: |
| 4,250 | Purchases account | 4,250 |
| 750 | Discount received account | 750 |
| 5,000 | Discount received account | 5,000 |
| 4,250 | Trade payables account | 4,250 |

7. Which of the following is capital expenditure?
a) machine parts replacing damaged ones.
b) wages paid to factory workers.
c) installation cost of a new machine.
d) none of the above.
8. The working capital of a business is calculated as follows:
a) total assets less total liabilities.
b) total assets less non-current assets.
c) capital plus non-current liabilities.
d) current assets less current liabilities.
9. Which of the following expenses does not involve cash movement?
a) depreciation.
b) insurance.
c) water \& electricity.
d) none of the above.
10. The purpose of a trial balance is:
a) to check the arithmetical accuracy of the double entry system.
b) to calculate the proprietor's capital.
c) to prepare a statement of affairs.
d) to calculate net profit.
(Total: 20 marks)
11. a) Identify TWO users of financial statements and state why each user would seek this financial information.
b) What is an allowance? Distinguish between an allowance for depreciation and an allowance for doubtful debts.
c) Distinguish between cash and trade discounts. What is the difference in the accounting for trade discounts and cash discounts?
d) Distinguish between a sales journal and a sales ledger.
e) Vanni has just started a business. The following are a few of the transactions of his business for the first week of March 2022:

March 1 Credit purchases list price $€ 800$ from Guzi, trade discount of $20 \%$. Paid $€ 40$ on account by cheque.
March 2 Sold goods on credit to Sina €450 and cash sales to Pina $€ 120$.
March 3 Sina returned $€ 50$ of these goods to Vanni.
March 4 Paid Guzi by cheque the balance due less $5 \%$ cash discount.
March 5 Sina settled the account by cheque after deducting $2.5 \%$ cash discount.

## Required:

Prepare the ledger accounts of Vanni for the first week of March 2022. Do not balance off the accounts.
12. a) What is the purpose of the manufacturing account?
b) Distinguish between direct costs and indirect costs.
c) Differentiate between fixed and variable costs. Give ONE example of each cost.
d) Name THREE different elements of factory costs.
e) Drapes Ltd designs and manufactures curtains. The following costs have been given for the year ended 31 December 2021:

| Purchase of raw materials | 160,000 |
| :--- | ---: |
| Opening inventory of raw materials | 15,000 |
| Closing inventory of raw materials | 18,000 |
| Carriage on purchases of raw materials | 2,000 |
| Opening inventory of work in progress | 2,500 |
| Closing inventory of work in progress | 3,000 |
| Direct wages | 142,500 |
| Indirect factory wages | 206,500 |
| Designer fees for curtain design | 2,800 |
| Repairs and maintenance of machines | 4,300 |
| Insurance of machinery | 1,900 |
| Power to operate the machines | 2,700 |
| Depreciation of machinery | 5,750 |
| General factory expenses | 6,500 |
| Factory rent | 9,000 |
| Factory water $\&$ electricity | 12,500 |

## Required:

Prepare the Manufacturing Account for the year ended 31 December 2021.
(Total: 20 marks)
13. a) State TWO reasons why a business prepares departmental profit statements.
b) Distinguish between the allocation and the apportionment of expenses in departmental accounts.
c) Differentiate between a bank statement and a bank reconciliation statement.
d) What is a sales ledger control account and what is its purpose? List FOUR different entries that can be found in a sales ledger control account.
e) Lina runs a retail business having two departments, stationery and toys. The following are some of the account balances which have been provided for the year ended 31 December 2021:

|  | $€$ | $€$ |
| :---: | :---: | :---: |
| Sales - stationery |  | 180,000 |
| Sales - toys |  | 90,000 |
| Purchases - stationery | 105,000 |  |
| Purchases - toys | 48,000 |  |
| Inventory at 1 January 2021 - stationery | 2,500 |  |
| Inventory at 1 January 2021 - toys | 1,800 |  |
| Salaries and wages - stationery | 11,500 |  |
| Salaries and wages - toys | 6,400 |  |
| Discounts allowed - toys | 500 |  |
| Advertising | 2,400 |  |
| Rent | 9,200 |  |
| Water and electricity | 6,000 |  |
| Insurance | 2,100 |  |
| Administration wages | 9,900 |  |
| Shop fittings at net book value - stationery | 20,000 |  |
| Shop fittings at net book value - toys | 10,000 |  |

## Notes:

i. At 31 December 2021, inventory consisted of: stationery - $€ 3,600$; and toys - $€ 2,500$.
ii. Accrued salaries and wages amounted to $€ 400$ in the stationery department.
iii. Rent prepaid amounted to $€ 200$.
iv. Apportion advertising and insurance expenses equally between the departments.
v. Apportion rent, water and electricity, administration wages as follows: $2 / 3$ to the stationery department and $1 / 3$ to the toys department.
vi. Provide for depreciation on shop fittings at $15 \%$ of the net book value.

## Required:

Prepare the Departmental Statement of Profit or Loss for the year ended 31 December 2021, showing the gross profit and net profit of each department. (A total column is not required).
(Total: 20 marks)
14. a) What are accounting concepts and what is their purpose?
b) Ciikka has included the expenses of her family's holiday as an expense in the firm's statement of profit or loss for the year, but her accountant excluded this amount from this statement. Name and explain the accounting concept that Ċikka's accountant is applying in her decision.
c) Ciikka has also questioned her accountant on the accounting treatment of trade receivables who may fail to pay their accounts. She does not agree that an allowance for doubtful debts is to be maintained as she feels that a loss should only be recorded once the customers are declared bankrupt. Name and explain the accounting concept that Cikka's accountant is applying in her decision to create an allowance for receivables account. (3)
d) Ciikka cannot understand why her accountant deducts closing inventory from purchases in the cost of sales section of the statement of profit or loss. She argues that a cost to acquire the inventory has been incurred. Name and explain the accounting concept that Ciikka's accountant applies when calculating the cost of sales in the statement of profit or loss of the business.
e) The following balances were extracted from the Statements of Financial Position of Cikka's business as at 31 December:

|  | $\mathbf{2 0 2 0}$ | $\mathbf{2 0 2 1}$ |
| :--- | :---: | ---: |
| Current Assets | $€$ | $€$ |
| Insurance prepaid | 1,250 | 2,500 |
| Rent Receivable accrued | 3,000 | - |
| Current Liabilities |  |  |
| Water \& Electricity accrued | 1,420 | 1,870 |
| Rent Receivable prepaid | - | 1,000 |

During the year ended 31 December 2021, Ċikka had received $€ 16,000$ rent by cheque, and paid insurance and water \& electricity by cheque $€ 7,250$ and $€ 5,520$ respectively.

## Required:

You are required to prepare the following accounts for the year ended 31 December 2021:
i. Rent Receivable account;
ii. Insurance account;
iii. Water \& Electricity account.

## SECONDARY EDUCATION CERTIFICATE LEVEL 2022 MAIN SESSION

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SUBJECT: Accounting
PAPER NUMBER: IIA
DATE:
6th}May 202
TIME: 9:00 a.m. to 11:05 a.m.
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Answer BOTH questions in Section A and any TWO questions from Section B.

## SECTION A:

Answer BOTH questions in this section. This section carries $\mathbf{6 0}$ marks.

1. The following trial balance, relating to Marco's business, was extracted from the ledger accounts on 31 December 2021:

|  | $€$ | $€$ |
| :---: | :---: | :---: |
| Buildings | 500,000 |  |
| Allowance for depreciation on Buildings (01/01/2021) |  | 10,000 |
| Motor Vehicles | 85,000 |  |
| Allowance for depreciation on Motor Vehicles (01/01/2021) |  | 36,300 |
| Furniture \& equipment | 45,000 |  |
| Allowance for depreciation on Furniture \& equipment (01/01/2021) |  | 5,625 |
| Trade receivables | 21,000 |  |
| Trade payables |  | 12,500 |
| Inventory (01/01/2021) | 30,000 |  |
| Sales |  | 615,000 |
| Purchases | 285,000 |  |
| Carriage on sales | 1,630 |  |
| Carriage on purchases | 1,280 |  |
| Sales returns and purchases returns | 3,600 | 1,100 |
| Cash in hand | 1,300 |  |
| Cash at bank | 6,150 |  |
| 5\% Loan on furniture \& equipment |  | 10,000 |
| Allowance for doubtful debts (01/01/2021) |  | 1,600 |
| Wages | 56,000 |  |
| Water \& electricity | 2,200 |  |
| Communication expenses | 2,000 |  |
| Interest on loan | 200 |  |
| Discounts allowed and received | 500 | 750 |
| General maintenance | 870 |  |
| Insurance | 3,000 |  |
| Drawings | 21,000 |  |
| Capital |  | 372,855 |
|  | 1,065,730 | 1,065730 |

This question continues on next page.

The following information was available at year end:
i) The value of the inventory at the end of the year amounted to 35,500.
ii) Interest on the loan taken in the previous year to purchase additional furniture and equipment amounts to 5\% per annum.
iii) Commission receivable amounting to $1 \%$ of annual net sales is due to the firm.
iv) General maintenance is seen to by a private contractor who charges the firm $€ 90$ per month.
v) Buildings are depreciated at the rate of $2 \%$ on cost per annum, for each month of ownership. A garage costing $€ 50,000$ is included in the total cost of the buildings. This was purchased on 1 October 2021. The transaction for the purchase of the garage has already been accounted for but as yet, no depreciation has been charged.
vi) Motor Vehicles are to be depreciated annually at the rate of $15 \%$ using the reducing balance method.
vii) Furniture \& equipment are to be depreciated annually at the rate of $20 \%$ on the net book value of the asset.
viii) A payment for building insurance amounting to $€ 600$, included in the total amount for insurance expenses, is for the year ending 31 March 2022.
ix) After a thorough inspection of the trade receivables at the end of the year, it was decided to increase the allowance for doubtful debts by $€ 400$.

## Required:

a) A statement for profit or loss for the year ended 31 December 2021.
b) A statement of financial position as at 31 December 2021.
(Total: 30 marks)
2. The statement of financial position of Tessie Bartolo as at 31 December 2020 show the following balances:

|  | $€$ | $€$ | $€$ |
| :--- | :---: | :---: | :---: |
| Non-Current Assets | At Cost | (Depreciation) | Net Book Value |
| Buildings | 500,000 | $(50,000)$ | 450,000 |
| Machinery | 360,000 | $(42,500)$ | 317,500 |
| Total NCA | 860,000 | $(92,500)$ | 767,500 |

Current Assets
Trade Receivables
Allowance for Doubtful Debts

30,000
$(5,500) \quad 24,500$

The following information is available for the financial year ending 31 December 2021:
i) A machine costing $€ 40,000$ was bought on 1 July 2021. A deposit of $€ 12,000$ was made by cheque. The balance on the machine is owed to $Y T$ Engineering and shall be repaid over a period of 5 years.
ii) A machine, no longer viable for the production process of Tessie's firm, was sold off as second hand. The machinery was originally purchased for $€ 15,000$ on 1 January 2015. It was now sold off on 1 October 2021 for $€ 3,000$ received by cheque.
iii) It is the policy of the firm to depreciate its Non Current Assets as follows:

- Buildings at the rate of $2 \%$ per annum, charged on the original cost of the assets held at the end of the year;
- Machinery at the rate of $15 \%$ on the net book value of the assets held at the end of the year
iv) The total trade receivables at the end of the year amounted to $€ 28,500$.
v) The firm charges a $100 \%$ allowance for doubtful debts on trade receivables it deems to be particularly doubtful. The previous balance on the allowance for doubtful debts was calculated as follows:
- $€ 2,500$ on the account T. Cassar. During the year this account was written off as bad.
- $€ 1,000$ on the account of $A B C$ Ltd. The client settled their account in full during the year.
- $€ 2,000$ on the account of XYZ Ltd. During the year, the client settled half the balance on their account. The remaining balance is still deemed to be doubtful.
vi) Another trade receivable, C. Hili, was also placed on the list of particularly doubtful debtors. The balance owing to the firm at 31 December 2021 amounted to $€ 3,500$.


## Required:

For the year ended 31 December 2021, you are to prepare the following:
a) The machinery account;
b) The allowance for machinery depreciation account;
c) The machinery disposal account;
d) The allowance for buildings depreciation account;
e) The allowance for doubtful debts account.

Remember to show all necessary workings. Where necessary, round figures to the nearest $€ 1$.
(Total: 30 marks)

## SECTION B:

## Answer any TWO questions from this section. This section carries 40 marks.

3. Claire is a sole trader who does not keep a full set of accounting records. A list of her assets and liabilities at the beginning and end of the year were as follows:

| 1 Apr $\mathbf{2 0 2 1}$ | $\mathbf{3 1}$ Mar $\mathbf{2 0 2 2}$ |
| :---: | :---: |
| $€$ | $€$ |
| 10,000 | 13,000 |
| 16,000 | 18,200 |
| 14,320 | 11,560 |
| 300 | 650 |

Claire's bank statement reveals that, among others, the following transactions took place during the year:

|  | $€$ | $€$ |
| :--- | ---: | ---: |
| Receipts from trade receivables |  | 66,550 |
| Cash sales banked | 47,110 | 15,450 |
| Payments to trade payables | 650 |  |

This question continues on next page.

Other additional information for the year ending 31 March 2022:
i) Before banking cash sales Claire withdrew $€ 7,000$ as cash drawings and paid for maintenance expenses $€ 5,300$.
ii) During the year Claire withdrew goods at cost for personal use adding up to a total worth of $€ 4,500$. No accounting entries have been made for this.
iii) A trade receivable who owed the firm $€ 1,700$ was declared bankrupt. He repaid $30 \%$ of his debt by cheque (this is included as part of the receipts from trade receivables above). The remainder of his balance was to be written off. No entry in the accounts has yet been made for the $70 \%$ that the firm failed to recover.
iv) During the year a total of $€ 1,230$ discounts were allowed by the firm to its customers. The firm received $€ 890$ discounts from suppliers.
v) Goods returned to the firm amounted to $€ 4,315$.
vi) $€ 2,400$ worth of goods were returned by the firm to its suppliers.
vii) Mark Tabone is one of the firm's frequent credit suppliers. During the year Mr Tabone bought goods valued $€ 450$ on credit from the firm. These were set-off against his balance in the Purchases Ledger.

## Required:

For the year ended 31 March 2022, you are to prepare the following:
a) A calculation of cash sales;
b) The Sales Ledger Control account;
c) The Purchases Ledger Control account;
d) An extract from the Statement of Profit or Loss of the firm showing the Trading account for the year.
(Total: $\mathbf{2 0}$ marks)
4. The following list of balances and results has been taken from the financial statements of Ari Muscat at 31 December 2021:

|  | $€$ |
| :--- | ---: |
| Sales | 320,000 |
| Gross Profit | 98,300 |
| Net Profit | 33,500 |
| Net non-current assets | 125,500 |
| Inventory (at 31 December 2021) | 27,000 |
| Trade Receivables | 24,300 |
| Trade Payables | 19,400 |
| Bank overdraft | 200 |
| Cash in hand | 350 |
| Capital | 110,500 |

The following averages reflect the current average situation reported for the industry:
Gross profit margin $\quad 27 \%$

Net profit margin $12 \%$
Return on capital employed 21\%
Current ratio 1.7:1
Quick (acid test) ratio 0.9:1

## Required:

a) Calculate the following ratios for the business of Ari Muscat (round answers to 2 decimal places):
i. Gross profit margin;
ii. Net profit margin;
iii. Return on capital employed;
iv. Current ratio;
v. Quick (acid test) ratio.
b) Compare the results obtained for each ratio for the firm of Ari Muscat against those of the industry. Suggest ONE possible reason for the difference between the business's results to the average reported for the industry.
c) Comment about the general performance of the firm of Ari Muscat, as well as its liquidity position.
5. On 30 April 2022, the debit balance in Ta' Portelli Ltd's bank account, as shown in the cashbook, was $€ 1,330$. This did not agree with the balance on the bank statement issued on the same date by the bank. When the company accounts clerk checked the two documents, she identified the following discrepancies:
i) A standing order for $€ 520$ payable as property insurance premium had been paid by the bank but no entries had been done in the cashbook;
ii) Five cheques amounting to a total of $€ 950$ had been drawn and posted in the Cashbook. These were not yet presented to the bank for payment;
iii) Marthese Cilia, a trade receivable, had settled her account of $€ 630$ by direct bank transfer. The cashbook showed no entry for this amount;
iv) Bank charges of $€ 15$ and bank interest of $€ 5$ had been both been charged by the bank, however these had not yet been entered in the firm's cashbook;
v) A cash and cheque deposit made on 29 April included a cheque for $€ 1,350$. The deposit had been recorded in full in the cashbook, however, by the time the bank statement was issued, this cheque had not yet been cashed by the bank. The cash deposited on the day is shown on the bank statement;
vi) A receipt of $€ 600$ by cheque from Rita Polidano had been recorded in the firm's cashbook as €60;
vii) A credit transfer for $€ 70$ relating to Marco Stivala had been treated in the books of the firm as a debit transfer.

## Required:

a) Update the firm's cashbook, deducing the bank balance which should have shown at 30 April 2022.
b) Prepare a Bank Reconciliation Statement at 30 April 2022 to compensate for any differences between the updated cashbook and the bank statement.
(Total: $\mathbf{2 0}$ marks)

## SECONDARY EDUCATION CERTIFICATE LEVEL 2022 MAIN SESSION

| SUBJECT: | Accounting |
| :--- | :--- |
| PAPER NUMBER: | IIB |
| DATE: | 6 6th May 2022 |
| TIME: | $9: 00$ a.m. to $11: 05$ a.m. |

Answer BOTH questions in Section $A$ and any FOUR questions from Section $B$.

## SECTION A:

Answer BOTH questions in this section. This section carries 40 marks.

1. Loredana Grima mends and makes alterations to clothes. Seeing Covid-19 as an opportunity she engaged two-part timers with her and started producing face masks. Orders were coming in from various clients including companies for their workers. The following is the trial balance as at 31 December 2021:

|  | $€$ | $€$ |
| :---: | :---: | :---: |
| Capital |  | 30,000 |
| Motor Vehicle | 35,000 |  |
| Allowance for Motor Vehicle Depreciation 1 January 2021 |  | 7,000 |
| Sewing Machines | 8,000 |  |
| Allowance for Sewing Machines Depreciation 1 January 2021 |  | 2,400 |
| Furniture | 5,000 |  |
| Allowance for Furniture Depreciation 1 January 2021 |  | 1,000 |
| IT Equipment | 1,500 |  |
| Allowance for IT Equipment Depreciation 1 January 2021 |  | 750 |
| Trade receivables | 24,000 |  |
| Other receivables | 1,000 |  |
| Trade payables |  | 32,000 |
| Drawings | 500 |  |
| Inventory 1 January 2021 | 6,500 |  |
| Cash at bank | 5,000 |  |
| Cash in hand | 1,500 |  |
| Purchases | 45,000 |  |
| Purchases Returns |  | 600 |
| Carriage on purchases | 475 |  |
| Carriage on sales | 525 |  |
| Sales |  | 93,000 |
| Wages | 25,000 |  |
| Motor Vehicle Fuel | 1,200 |  |
| Packaging | 3,000 |  |
| Cleaning material covid-19 | 1,450 |  |
| Cleaning | 600 |  |
| Insurance | 600 |  |
| Water and Electricity | 900 |  |
|  | 166,750 | 166,750 |

This question continues on next page.

The following information is also available for the year ended 31 December 2021:
i) The closing inventory as at 31 December 2021 amounted to $€ 5,500$.
ii) As from 1 January 2021, Loredana started using her personal garage which she turned into a working space, a fitting area and a shop. She decided to pay herself $€ 1,200$ per annum as rent which was still unpaid at the end of the year.
iii) The employees' wages still unpaid at 31 December 2021 amounted to $€ 600$.
iv) Insurance paid in advance at 31 December 2021 amounted to $€ 100$.
v) As at year end, Loredana had to receive $€ 300$ from Malta Enterprise as part of the Water and Electricity refund scheme.
vi) The following are the annual depreciation charges using the straight line method:

| Motor Vehicles | $20 \%$ |
| :--- | :--- |
| Sewing Machines | $15 \%$ |
| Furniture | $10 \%$ |
| IT Equipment | $25 \%$ |

## Required:

a) The statement of profit or loss for the year ended 31 December 2021.
b) A statement of Financial Position as at 31 December 2021.
(Total: 20 marks)
2. Jack Rizzo is a sole trader and had no time to put the books in order. However, he managed to extract the following details from his books as at 31 March 2022.

|  | $\mathbf{1}$ January $\mathbf{2 0 2 2}$ | $\mathbf{3 1}$ March $\mathbf{2 0 2 2}$ |
| :--- | :---: | :---: |
| Sales Ledger Balances | $€$ | $€$ |
| Purchases Ledger Balances | 19,500 | 22,600 |
|  | 16,780 | 23,100 |

The following information was extracted from the bank statements:
€
Receipts from Trade Receivables 18,680
Payments to Trade Payables 15,640

Jack remembered that he had received a further €180 in cash from a trade receivable. He also realised that $€ 200$ due from another customer are irrecoverable and are to be written off.

The inventory as per accounts for the year ending 31 December 2021 stood at $€ 5,200$. On 31 March 2022, Jack did a stock take and calculated that the closing inventory was €4,700.

## Required:

a) The Sales Ledger Control account.
b) The Purchases Ledger Control account.
c) The Trading Account for the 3 months ended 31 March 2022.

## SECTION B:

Answer any FOUR questions from this section. This section carries $\mathbf{6 0}$ marks.
3. Darren is preparing the following non-current asset accounts at 31 December 2021, the end of the financial year. The balances of the accounts at 1 January 2021 were:

|  | Cost | Depreciation |
| :--- | ---: | ---: |
| Motor Vehicles | $€$ | $€$ |
| Buildings | 25,000 | 5,000 |
|  | 60,000 | 3,000 |

During the year ended 31 December 2021 the following non-current assets transactions took place:

30 June 2021 A motor vehicle bought during 2020 for $€ 25,000$ was sold for spare parts after it had problems to function and was not repairable. It was sold for $€ 1,500$.
1 July 2021 Another motor vehicle was bought for €40,000.
1 August 2021
An extension for the existing building was undertaken. The cost of the extension was $€ 40,000$.

It is the company's policy to provide a whole year's depreciation to the non-current assets held at the end of the financial year using the following methods and rates:

| Motor Vehicles | Straight Line Method | $20 \%$ |
| :--- | :--- | ---: |
| Buildings | Reducing Balance Method | $5 \%$ |

## Required:

Prepare the following accounts for the year ended 31 December 2021:
a) The Motor Vehicle account;
b) The Motor Vehicle allowance for depreciation account;
c) The Motor Vehicle Disposal account;
d) The Buildings account;
e) The Buildings allowance for depreciation account.
4. Nora Zarb has prepared the following list of transactions for the month of April 2022, her first month in business, from the invoices and credit notes.
All the below transactions are net of VAT (excluding VAT). Apply a $10 \%$ VAT rate.
$€$
April 2 Sales to J. Abela ..... 500
April 6 Sales to H. Magro ..... 650
April 8 Purchases from Stars Ltd. ..... 800
April 9 Goods returned by H. Magro ..... 100
April 10 Purchases from Maps Ltd. ..... 450
April 12 Sales to N. Portelli ..... 700
April 16 Purchases from Galaxy Ltd. ..... 600
April 20 Purchases from Milky Way Ltd. ..... 400
April 21 Sales to G. Pace ..... 900
April 23 Goods returned to Stars Ltd. ..... 200

## Required:

Prepare the following for the month of April 2022:
a) The Sales Day Book;
b) The Sales Returns Day Book;
c) The Purchases Day Book;
d) The Purchases Returns Day Book;
e) The VAT account.
5. Daniela runs a small shop and records her cash and bank transactions in a three-column cash book. Due to measures being imposed on the use of cheques, Daniela is trying to avoid payment by cheques as much as possible. The following information relating to the month of January 2022 has been provided by her business.

| January 1 | Cash in hand $€ 600$ (debit balance), cash at bank $€ 4,275$ (debit balance). |
| :--- | :--- |
| January 2 | Paid John Briffa by direct bank transfer $€ 1,005$, discount received from him <br> $€ 55$. |
| January 5 | Received from Darren Calleja a cheque amounting to $€ 990$, discount allowed <br> to him $€ 40$. |
| January 10 | Paid stationery by cash, $€ 250$. |
| January 15 | Bought stock by cash, $€ 1,580$. |
| January 15 | Cash sales for the first half of the month, $€ 2,650$. |
| January 16 | Deposited cash into the bank $€ 1,450$. |
| January 18 | Withdrew cash from bank for personal expenses $€ 80$. |
| January 19 | Issued a cheque amounting to $€ 1,750$ to John Briffa after deducting $€ 60$ <br> discount received. |
| January 21 | Withdrew cash from bank for office use, $€ 500$. |
| January 23 | Received a direct deposit in the bank amounting to $€ 1,635$ from Darren Calleja <br> after allowing him a discount of $€ 25$. |
| January 25 | Paid John Galea $€ 385$ by direct bank transfer after receiving a discount of $€ 65$. |


| January 29 | Paid office rent by cash, $€ 550$. |
| :--- | :--- |
| January 30 | Cash sales for the month, $€ 6,650$. |
| January 30 | Paid wages by cash $€ 200$ and $€ 660$ by cheque. |

## Required:

Prepare the three column cash book for the month of January 2022.
(Total: 15 marks)
6. Tyron is trying to figure out why the bank statement balance and his cash book do not tally. He forwards you the bank statements he received for the month of March 2022 and the cash book for the same month to help him discover and correct any errors.

Bank Statement

|  | $€$ | $€$ | $€$ |  |
| :--- | :--- | :--- | :--- | :--- |
| March 1 | Balance b/f |  |  |  |
| March 2 | Standing Order: Communication fees | 225 |  | 14,000 |
| March 3 | Received from John Borg |  | 600 | 13,775 |
| March 5 | Cheque 1153 | 450 |  | 14,375 |
| March 10 | Cheque 1150 | 165 |  | 13,925 |
| March 14 | A. Cassar credit transfer |  | 265 | 14,025 |
| March 26 | B. Galdes credit transfer |  | 587 | $?$ |
| March 28 | Bank Charges | 50 |  | $?$ |
| March 29 | Standing Order: Subscription fee | 35 |  | $?$ |

Cash Book

| 2022 |  | $€$ | 2022 |  | $€$ |
| :---: | :---: | :---: | :---: | :---: | :---: |
| March 1 | Balance b/f | 14,000 | March 2 | A. Falzon - chq. 1150 | 165 |
| March 22 | P. Tonna | 750 | March 2 | R. Zahra - chq. 1151 | 200 |
|  |  |  | March 2 | K. Hili - chq 1152 | 225 |
|  |  |  | March 3 | F. Cachia - chq 1153 | 450 |
|  |  |  |  | Balance c/f | 13,710 |
|  |  | 14,750 |  |  | 14,750 |

## Required:

a) Update the cash book as at 31 March 2022.
b) Prepare a bank reconciliation statement for the month of March 2022.
7. The following list of balances and results has been taken from the financial statements of Manolita at 31 December 2021:

|  | $€$ |
| :--- | ---: |
| Cost of sales | 225,000 |
| Gross Profit | 75,000 |
| Net Profit | 30,000 |
| Net non-current assets | 149,000 |
| Inventory (at 31 December 2021) | 27,000 |
| Trade Receivables | 23,900 |
| Trade Payables | 35,000 |
| Bank overdraft | 5,000 |
| Cash in hand | 100 |

## Required:

Calculate the following for the business of Manolita:
a) Gross profit margin ratio;
b) Total expenses;
c) Net profit margin ratio;
d) Capital employed;
e) Return on capital employed;
f) Current ratio;
g) Acid test (quick) ratio.

