

## STANDARD DAILY BUSINESS TRANSACTION LEDGER

## General Ledger

Entity Name:

Period/Date: \_\_\_\_\_

**Account Name:**

**Account No:** \_\_\_\_\_

| DATE    | REF / DOC NO. | DESCRIPTION / ACCOUNT | DEBIT (+) | CREDIT (-) | BALANCE |
|---------|---------------|-----------------------|-----------|------------|---------|
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| Totals: |               |                       |           |            |         |

Prepared By

Reviewed By

Approved By