GENERAL LEDGER ADJUSTMENT WORKSHEET

Journal Voucher & Adjustment Record

ADJUSTMENT DATE:

JOURNAL BATCH NO:

REFERENCE/SOURCE DOC:

PREPARED BY:

POSTING PERIOD:

FISCAL YEAR:

ACCOUNT NO.	ACCOUNT TITLE / DESCRIPTION	DEBIT ($)	CREDIT ($)
	TOTAL ADJUSTMENTS:		

REASON / JUSTIFICATION FOR ADJUSTMENT:

Prepared By (Signature) Date

Authorized Approval (Signature) Date