

ANNUAL CLOSING ENTRIES LEDGER

Company Name: _____ Fiscal Year Ended: _____
 Prepared By: _____ Date Prepared: _____

GENERAL JOURNAL CLOSING ENTRIES

DATE	ACCOUNT TITLE & EXPLANATION	PR	DEBIT	CREDIT
	<i>To close revenue accounts to Income Summary.</i>			
	<i>To close expense accounts to Income Summary.</i>			
	<i>To close Income Summary to Retained Earnings / Capital.</i>			
	<i>To close dividends / drawings to Retained Earnings / Capital.</i>			

INCOME SUMMARY LEDGER ACCOUNT (T-ACCOUNT DETAIL)

DATE	EXPLANATION	REF	DEBIT	CREDIT	BALANCE

DATE	EXPLANATION	REF	DEBIT	CREDIT	BALANCE

Prepared By (Signature)

Reviewed By (Signature)

Authorized Date