

UNIT 4: THE ACCOUNTING CYCLE

ACCOUNTING FOR PURCHASES AND ACCOUNTS PAYABLE

Chapter 8 of e-book

Advantages of Purchases Journal

- Allows for the division of accounting work among different employees
- Strengthens the audit trail
- Records all credit purchases in one place

Accounts Payable Subsidiary Ledgers

- Individual ledgers of credit suppliers
- Total should be equal to the Accounts Payable Control Account

Accounts Payable Control Account

- Summary account that is used as a checking device to check the mathematical accuracy of the Accounts Payable subsidiary ledgers

Schedule of Accounts Payable

- A listing of all balances of the Accounts Payable subsidiary ledgers

Internal Control Procedures for Purchases and Accounts Payable

- create written proof that purchases and payments are authorized, and
- ensure that different people are involved in the process of buying goods, receiving goods, and making payments.
 - All purchases should be made only after proper authorization has been given in writing.
 - Goods should be carefully checked when received. They should then be compared with the purchase order and with the invoice received from the supplier.
 - The purchase order, receiving report, and invoice should be checked to confirm that the information reflected on the documents is in agreement.
 - The computations on the invoice should be checked for accuracy.
 - Authorization for payment should be made by someone other than the person who ordered the goods.
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Accounts Payable Exam Study Guide

O. Ray Whittington



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