BALANCE DATE CHECKLIST & SCHEDULES



Client Name:			Business Advisers
Year End Balance Date:			
ACCOUNTS RECEIVABLE (DEB	rors)		
All accounts or amounts owing to you	at your year end balance date sho	ould be scheduled. (see s	chedule 1 attached)
Exclude any bad debts. To enable ba	d debts to be excluded from incom	e these must be written	off prior to balance date.
Total at Balance Date:	\$	GST included	□ GST excluded
ACCOUNTS PAYABLE (CREDITO	DRS)		
All accounts or amounts payable to ye	ou at your year end balance date s	hould be scheduled. (see	schedule 2 attached)
Indicate the name of creditor and wh	at the debt is for.		
Total at Balance Date:	\$	□ GST included	□ GST excluded
AT YEAR END			
Stock on hand at year end	\$	□ GST included	□ GST excluded
Valued at lower of:			
- Cost			
- Net Realisable Value			
- Market Value			
Work in Progress at Year End	\$	□ GST included	□ GST excluded
Briefly, how was this calculated?			
Prepayments Received	\$	GST included	GST excluded