

Review for Reasonableness

Balance Sheet Review - Accounts Receivable

Print the Accounts Receivable aged schedule or trial balance as of the end of the period. It should tie to the AR figure on the balance sheet.

| Albe, Incorporated | | | | | | Page 45 |
|---|-------------|----------|-------------------|-------------------|------------------|--|
| ACCOUNTS RECEIVABLE - AGED INVOICE REPORT | | | | | | Albe, Incorporated Balance Sheet as of 6/30/2005 |
| OPEN INVOICES - AGED AS OF 6/30/2005 | | | | | | |
| CUSTOMER/ INV. DATE | INVOICE NO. | DUE DATE | BALANCE | CURRENT | 30 DAYS | 60 DAYS |
| UNI001 Unique Technologies | | | | | | |
| 01/21/05 | IN000920 | 02/21/05 | 4,704.32 | | | |
| 04/10/05 | IN001363 | 05/10/05 | 1,053.60 | | 1,053.60 | |
| 05/01/05 | IN001729 | 06/01/05 | 3,026.80 | 3,026.80 | | |
| CUSTOMER TOTALS: | | | 8,784.72 | 3,026.80 | 1053.60 | |
| VIN002 Vintage Corp. | | | | | | |
| 02/15/05 | IN000799 | 03/15/05 | 2,023.49 | | | |
| 03/01/05 | IN000848 | 04/01/05 | 896.58 | | | |
| 05/01/05 | IN001750 | 06/01/05 | 3,330.10 | 3,330.10 | | |
| CUSTOMER TOTALS: | | | 6,250.17 | 3330.10 | 0.00 | |
| WIN001 Windmir Inc. | | | | | | |
| 01/01/05 | IN000615 | 02/01/05 | 10,023.16 | | | |
| 05/30/05 | IN001836 | 06/30/05 | 4,029.60 | 4,029.60 | | |
| CUSTOMER TOTALS: | | | 14,052.76 | 4,029.60 | 0.00 | |
| REPORT TOTALS: | | | 216,332.00 | 113,025.60 | 58,960.23 | 12,000.00 |

| Albe, Incorporated | |
|--|------------------|
| Balance Sheet | |
| as of 6/30/2005 | |
| ASSETS | |
| Current Assets | |
| Cash in Checking | (26,213) |
| Cash in Money Market | 87,242 |
| Accounts Receivable | 216,332 |
| Inventory | 97,212 |
| Total Current Assets | 374,578 |
| Plant, Property & Equipment | |
| Equipment | 980,266 |
| Accumulated Depreciation | (292,630) |
| Computers | 57,600 |
| Accumulated Depreciation | (12,757) |
| Leasehold Improvements | 85,213 |
| Accumulated Amortization | (92,114) |
| Total PP&E | 725,578 |
| Other Assets | |
| Deposits | 1,600 |
| Suspense | 1,415 |
| Total Other Assets | 3,015 |
| Total Assets | 1,103,166 |

If not, you'll want to look at the GL detail. You may find that a journal entry has been made directly to the Accounts Receivable account in the GL.

While the entry may be correct, a transaction posted directly to the GL will not affect the customer balance on the Aged Schedule, and will result in an out of balance condition. Any adjustments to the AR account must go through the AR module, not directly to the general ledger.

It's also possible for the reports to tie, but still be incorrect. Glance through the customer balances on the AR aging to be sure they look reasonable.