JOURNALIZE AND POST NOVEMBER AND DECEMBER TRANSACTIONS - **DON'T FORGET TO POST TO THE GENERAL LEDGER ON THE SECOND (YELLOW) TAB AT THE BOTTOM. IT IS ON A SEPARATE WORKSHEET!!!!**

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November Business Transactions:

3rd: J. Jones visits her local bank and withdraws \$50,000 from her personal savings account, depositing the cash into a new bank account in the name of the business, Smith Consultants.

5th: Jones Consultants issues check 1001 for \$2,000 to purchase computer equipment from Digital Warehouse, Inc.

6th: Jones Consultants issues check 1002 to Property, Inc. to pay the current month's rent due of \$1,000 as well as prepay rent (at \$1,000 per month) for the months of December and January.

10th: Jones Consultants issues check 1003 to purchase office furniture in the amount of \$3,500 from Furniture Depot.

11th: Jones Consultants purchases \$4,000 of computer equipment from Elite Computing on account due in 90 days. Elite Computing issues invoice 7964.

14th: Jones Consultants performs services to cash clients for \$1,200.

17th: Jones Consultants performs services to charge account client, Speedy Freight, in the amount of \$3,000. Invoice 101 is issued and is receivable in 30 days.

19th: Jones Consultants issues check 1004 to State Power Company for the November utility bill in the amount of \$500.

20th: Jones Consultants performs services to cash clients for \$6,000.

25th: Jones Consultants issues J. Jones check 1005 as a draw for her personal use in the amount of \$4,000.

December Business Transactions:

10th: Jones Consultants purchases \$3,000 of computer equipment from Elite Computing. They issue check 1007 for \$1,000 with the balance due in 90 days on invoice 8009.

15th: Jones Consultants performs services for charge account client, Speedy Freight, issuing invoice 102 for \$2,500.

16th: Jones Consultants receives a check from Speedy Freight for payment of invoice 101 from November for \$1,000.

18th: Jones Consultants issues check 1008 for \$1,500 to Elite Computing to pay invoice 7964.

20th: Jones Consultants issues check 1010 to pay salaries of \$2,000 for December