

Cash Disbursements Worksheet

1.1 Check Data Goto A10

2.2 Spreading Table, Page 2 Goto P10

Check Data (continues to row 43)

Disbursements for month of:

Check Number	Date	Description
-----	-----	-----
	1001 8-1	Typing Service
	1002 8-2	ASC Salary
	1003 8-2	Landlord
	1004 8-3	Phone Company
	1005 8-4	Office Supply Co.
	1006 8-6	WSC Salary
	1007 8-6	Landlord
	1008 8-6	Typing Service
	1009 8-11	Federal Government
	1010 8-13	Office Supply Co.
	1011 8-15	A Magazine - Subscription
	1012 8-15	US Postal Service
	1013 8-16	Insurance Co.
	1014 8-16	IRS
	1015 8-16	Insurance Co.
	1016 8-16	State Government
	1017 8-20	Trade Show Co.
	1018 8-22	Overnight Delivery Co.
	1019 8-25	Office Supply Co.
	1020 8-25	Long Distance Service Co.
	1021 8-25	Leasing Company
	1022 8-25	Accountant
	1023 8-27	DEC - Salary Adjustment

Instructions

- 1) Daily, Enter Check Data
- 2) Recalculate by typing F-9
- 3) Save by typing {alt-s}
- 4) Print first page by typing {alt-f}
- 5) print second page by typing {alt-l}

Sheet1

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Contents

2.1 Spreading Table Goto I10

3.1 Instructions Goto A51

Sheet 1.1

August 1983

Amount	Code
100.00	7
3,500.00	1
545.00	3
244.00	4
567.99	5
4,478.90	1
35.88	3
188.90	7
2,555.67	2
89.45	5
33.19	9
12.31	8
183.77	6
122.89	13
2,258.23	6
447.99	2
111.55	9
367.82	8
55.55	5
779.45	4
544.77	11
155.90	10
100.00	1
\$17479.21	

Spreading Table (continues to row 43)

Sheet 2.1

	1	2	3	4	5	6	7
Salaries	Payroll Taxes	Office Rent	Phone	Supplies	Insurance	Office Services	
	-----	-----	-----	-----	-----	-----	-----
	0.00	0.00	0.00	0.00	0.00	0.00	100.00
	3,500.00	0.00	0.00	0.00	0.00	0.00	0.00
	0.00	0.00	545.00	0.00	0.00	0.00	0.00
	0.00	0.00	0.00	244.00	0.00	0.00	0.00
	0.00	0.00	0.00	0.00	567.99	0.00	0.00
	4,478.90	0.00	0.00	0.00	0.00	0.00	0.00
	0.00	0.00	35.88	0.00	0.00	0.00	0.00
	0.00	0.00	0.00	0.00	0.00	0.00	188.90
	0.00	2,555.67	0.00	0.00	0.00	0.00	0.00
	0.00	0.00	0.00	0.00	89.45	0.00	0.00
	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	0.00	0.00	0.00	0.00	0.00	183.77	0.00
	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	0.00	0.00	0.00	0.00	0.00	2,258.23	0.00
	0.00	447.99	0.00	0.00	0.00	0.00	0.00
	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	0.00	0.00	0.00	0.00	55.55	0.00	0.00
	0.00	0.00	0.00	779.45	0.00	0.00	0.00
	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	100.00	0.00	0.00	0.00	0.00	0.00	0.00
	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	-----	-----	-----	-----	-----	-----	-----
	\$8078.90	\$3003.66	\$580.88	\$1023.45	\$712.99	\$2442.00	\$288.90
	-----	-----	-----	-----	-----	-----	-----

Spreading Table, Page 2 (continues to row 43)

8	9	10	11	12	13
Postage	Dues and Subscript	Professional Services	Equipment Rent	Interest	Other
0.00	0.00	0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00	0.00	0.00
0.00	33.19	0.00	0.00	0.00	0.00
12.31	0.00	0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00	0.00	122.89
0.00	0.00	0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00	0.00	0.00
0.00	111.55	0.00	0.00	0.00	0.00
367.82	0.00	0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00	0.00	0.00
0.00	0.00	0.00	544.77	0.00	0.00
0.00	0.00	155.90	0.00	0.00	0.00
0.00	0.00	0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00	0.00	0.00
-----	-----	-----	-----	-----	-----
\$380.13	\$144.74	\$155.90	\$544.77	\$0.00	\$122.89

Sheet1

\o {goto}a1~
/fccemaclib~
/rnlraa10..aa2048~
{goto}ai1~/wcs8~
{goto}aj1~/wcs1~
{home}

\s /fxfdb~page~r

Sheet 2.2

Total
Spread

100.00
3,500.00
545.00
244.00
567.99
4,478.90
35.88
188.90
2,555.67
89.45
33.19
12.31
183.77
122.89
2,258.23
447.99
111.55
367.82
55.55
779.45
544.77
155.90
100.00
0.00

\$17479.21
