

SAM—STANDARD ENTRIES

ENTRY NO. 7
(Revised 5/87)

10507

Nature of Transaction:

General Cash is received by the agency for deposit in the agency's general checking account maintained with the State Treasurer. Such receipts consist of abatements, reimbursements and revenue not previously billed; collections applicable to accounts receivable for items previously billed; and items whose identity or accounting cannot readily be determined.

Journal Entry for General Ledger Accounts:

Debit:

1110	General Cash	a/
1316	Accounts Receivable—Cash Shortages	b/
1600	Provision for Deferred Receivables	c/

Credit:

1311	Accounts Receivable—Abatements	d/
1312	Accounts Receivable—Reimbursements	e/
1313	Accounts Receivable—Revenue	f/
1315	Accounts Receivable—Dishonored Checks	g/
1316	Accounts Receivable—Cash Shortages	h/
1319	Accounts Receivable—Other	i/
3110	Due to Other Funds or Appropriations	j/
3410	Revenue Collected in Advance	k/
3420	Reimbursements Collected in Advance	l/
3710	Cash Overages	m/
3730	Uncleared Collections	n/
8000	Revenue	o/
8100	Reimbursements	p/
9000	Appropriation Expenditures	a/
9892	Prior-Year Revenue Adjustments	a/
9893	Prior-Year Appropriation Adjustments	s/

a/ total cash received for deposit in the General Cash account.

b/ amount of cash shortages occurring during the month for which cashiers are held accountable.

c/ amount of cash received applicable to receivables accounted during the year on a fully-reserved basis and applied when collected to the appropriate revenue account.

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- d/ amount of cash receipts applicable to expenditure abatements receivables (excluding collections from employees for salary overpayments).
- e/ amount of cash receipts applicable to reimbursement receivables.
- f/ amount of cash receipts applicable to revenue receivables.
- g/ amount of cash received in payment of dishonored checks (unless alternate procedure is used).
- h/ amount of cash received from cashiers in payment of cash shortages.
- i/ amount of cash received in payment of other accounts receivable.
- j/ amount of cash received applicable to revenue collected for other funds earned in the current fiscal year plus cash received applicable to revenue collected for other funds but not identifiable to the fiscal year in which it was earned.
- k/ amount of cash received which will be accounted as revenue of a succeeding fiscal year.
- l/ amount of cash received which will be accounted as a reimbursement to a current or subsequent fiscal year's appropriation when earned.
- m/ amount of cash received representing cash overages.
- n/ amount of cash received for items whose identity or accounting cannot be readily determined; amount of cash received applicable to reimbursements (billed or unbilled) which, according to law, can be applied only at the time the cash is ordered into the treasury; or salary overpayments collected from employees by the agency.
- o/ amount of cash received applicable to revenue earned in the current fiscal year plus cash received applicable to revenue but not identifiable to the fiscal year in which it was earned.
- p/ amount of cash received applicable to (1) billed reimbursements which, according to law, can be applied only at the time cash is received and (2) all unbilled reimbursements except those applicable to prior fiscal years and those that can be applied only at the time cash is ordered into the treasury.
- q/ amount of cash receipts applicable to current year expenditure abatements not billed or accrued previously.
- r/ amount of cash received applicable to revenue (except reimbursements) which was identified as being earned as of the preceding June 30.
- s/ amount of cash received in excess of amounts accrued in prior fiscal years as expenditure abatements or reimbursements. If the amount of cash received is less than amounts accrued in prior fiscal years, Account No. 9893 will be debited.

Source:

Document:

General Cash Receipt

Register:

General Cash Receipts Register

(Continued)

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(Continued)

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Explanation:

The recordation of cash receipts deposited in the general cash account is illustrated in this entry. The General Cash Receipts Register will show both the date of receipt and the date of deposit of all cash receipts. All cash collections must be deposited in approved depositories (see SAM Section 8031) and are later either (1) refunded if determined to be unacceptable or (2) remitted to the State Treasury at least once each month. Current collections are used also to satisfy bank demands for reimbursement for dishonored checks until ultimate collection is made from the drawers or relief from accountability is granted by the State Board of Control.

Accounts Receivable—Revenue and Accounts Receivable—Other items are deferred when recorded. They must, therefore, be applied as revenue when collected.

Reimbursements may be of one of the following categories depending upon specific laws governing the accounting of such transactions: (1) receipts which accrue to the year in which the transaction occurred, (2) receipts which accrue to the year in which cash is collected by the agency, and (3) receipts which accrue to the year in which cash is ordered into the treasury. Transactions in the third category, when collected are credited to a suspense account (Uncleared Collections) pending receipt of notice from the State Controller's Office that cash has been ordered into the treasury (see SAM Section 10510). Items in category 1 (if not billed or accrued previously) and in category 2 are applied at the time cash is collected by the agency.

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GENERAL CASH RECEIPTS REGISTER

Date of Receipt	Receipt or Voucher Number	Date of Deposit	Total Amount of Receipts	Rec'd. Acc. - Cash Shortage	Receipts Available		Reimbursements	Revenue	Uncleared Collections	Cash Shortage	Prior Year Revenue Adjustments	Prior Year Approp. Adj.	Similar Items
					Applied	Deferred							
4/21	127-142		140		100	15							
	143		390			25		390					
	144	4/21	50					50					
4/22	145		10				1,700			10			
	146	4/22	1,700										
4/23	147-153	4/23	850										
	154		450				3,000						
			3,100				2,900						
4/24	155	4/24	2,900										
4/25	156		375										
	157-161	4/25	395	5		375							
4/26	162		150										
	163-166	4/26	120										
	167		7,120				7,120						
4/29	168	4/29	17,750	5	100	15	14,970	400	350	200	150	200	210
Dr. 1110 Cr. 1316 Cr. 1311 Cr. 1600 Dr. 1600 Cr. 1312 Dr. 1600 Cr. 1312 Cr. 1313 Cr. 8100 Dr. 1110 Cr. 1316 Cr. 1311 Cr. 1600 Dr. 1600 Cr. 1312 Dr. 1600 Cr. 1312 Cr. 1313 Cr. 8100													

*This column needed only by those agencies that collect reimbursements which according to law, can be applied only at the time the cash is ordered into the treasury.