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12/15/11

Engineering/Architecture Firm Transaction List by Date

November 2011

Type	Date	Num	Name	Memo	Account	Class	Clr	Split	Debit	Credit
Nov 11										
Check	11/1/2011	5270	Landmark Property	Nov Rent	Company Checking Account			Rent		583.75
Paycheck	11/1/2011		Deborah Wood		Payroll Clearing (Owner's time)	Deb Wood		-SPLIT-	0.00	
Paycheck	11/2/2011	3039	Jonathan Graham		Company Checking Account	Jonathan Graham		-SPLIT-		1,071.83
Paycheck	11/2/2011	3040	Vicki King		Company Checking Account	Natalie Chapman		-SPLIT-		130.64
Deposit	11/2/2011			Deposit	Company Checking Account			-SPLIT-	16,114.50	
Transfer	11/2/2011			Funds Trans...	Company Checking Account			Line of Credit		10,000.00
Credit Card Char...	11/4/2011		Electronic Store	computer su...	Master Card Payable		X	Supplies		39.58
Check	11/5/2011	5271	Company Bank	Interest on Li...	Company Checking Account			Interest Expense		99.56
Check	11/5/2011	5272	Gretton Insurance Co.	Nov 07 WC ...	Company Checking Account			-SPLIT-		461.84
Check	11/7/2011	5273	Local Gas & Electric Company	ACCT# 0987...	Company Checking Account			Utilities		67.08
Bill	11/11/2011		Express Delivery	INV# 124-90...	Accounts Payable			-SPLIT-		196.00
Bill Pmt -Check	11/12/2011	5274	Natalie Chapman Consulting	(10/01/2007 ...	Company Checking Account			Accounts Payable		5,000.00
Payment	11/12/2011	68329	Bowden Boutiques		Undeposited Funds		X	Accounts Receivable	14,214.80	
Check	11/15/2011	5278	Automobile Loan Company	Car lease	Company Checking Account			Car Lease		563.00
Liability Check	11/15/2011	5275	Local Bank	94-4555555	Company Checking Account			-SPLIT-		2,431.42
Liability Check	11/15/2011	5276	State Payroll Taxes	5012683	Company Checking Account			-SPLIT-		913.64
Liability Check	11/15/2011	5277	Sec125 Administrator	Acct# 870547	Company Checking Account			SEC125 Payable		100.00
Paycheck	11/16/2011	3041	Jonathan Graham		Company Checking Account	Jonathan Graham		-SPLIT-		1,071.83
Paycheck	11/16/2011	3042	Vicki King		Company Checking Account	Natalie Chapman		-SPLIT-		130.64
Payment	11/16/2011	4599	Weeks, Matt		Undeposited Funds		X	Accounts Receivable	10,279.30	
Deposit	11/16/2011			Deposit	Company Checking Account			-SPLIT-	24,494.10	
Transfer	11/16/2011			Funds Trans...	Company Checking Account			Line of Credit		5,000.00
Payment	11/20/2011	32201	National Burger		Undeposited Funds		X	Accounts Receivable	16,409.00	
Check	11/22/2011	5280	Cell Phone Company	Cell	Company Checking Account			Telephone		100.45
Check	11/22/2011	5281	Local Phone and Internet	6503221414	Company Checking Account			Telephone		203.03
Check	11/22/2011	5279	Jonathan Graham.	93003 Expe...	Company Checking Account			-SPLIT-		187.53
Check	11/22/2011	5283	Deborah Wood.	Petty Cash	Company Checking Account			-SPLIT-		435.26
Check	11/22/2011	5284	Postmaster	postage	Company Checking Account			Postage and Delivery		54.00
Check	11/22/2011	5282	Express Delivery	ACCT# 2560...	Company Checking Account			Postage and Delivery		78.00
Check	11/23/2011	5285	Office Supply Company	Acct# 27804	Company Checking Account			Supplies		123.23
Deposit	11/23/2011			Deposit	Company Checking Account			Undeposited Funds	16,409.00	
Credit Card Char...	11/24/2011		Local Coffee Shoppe	coffee for offi...	Master Card Payable		X	Supplies		23.90
Credit Card Char...	11/24/2011		Randy's Floral	holiday deco...	Master Card Payable		X	Supplies		78.00
Credit Card Char...	11/26/2011	2356...	Locksmith	new keys	Master Card Payable		X	Supplies		26.00
Check	11/26/2011	5288	Health Insurance Company	Employee H...	Company Checking Account			-SPLIT-		543.83
Check	11/26/2011	5286	Postage Supply Company	Acct# 45980	Company Checking Account			Office Equipment		25.00
Check	11/26/2011	5289	Payroll Service Co.	Payroll Fee	Company Checking Account			Payroll Service Fees		123.08
Check	11/26/2011	5287	Deborah Wood.	Owner's Draw	Company Checking Account			Deborah Wood Dra...		10,750.00
Bill	11/28/2011		Printing Shop	Inv#	Accounts Payable			-SPLIT-		340.00
General Journal	11/30/2011	PPDIns		Nov 03 Ins. ...	Professional Liability Insuranc			Prepaid Insurance	625.00	
General Journal	11/30/2011	DEP...		Nov03 Depr ...	Depreciation Expense			Accumulated Depre...	76.92	
Check	11/30/2011	5293	Jeff's Janitorial	Monthly Fees	Company Checking Account			Maintenance/Janito...		200.00
Check	11/30/2011	5292	State Auto Assc.	Auto Insuran...	Company Checking Account			Insurance-Auto		120.00
Check	11/30/2011	5294	Major Credit Card Company	ACCT# 3786...	Company Checking Account			Master Card Payable		232.69
Bill	11/30/2011		Natalie Chapman Consulting	(11/01/2007 ...	Accounts Payable			-SPLIT-		2,800.00
Bill Pmt -Check	11/30/2011	5290	Express Delivery	INV# 124-90...	Company Checking Account			Accounts Payable		196.00
Bill Pmt -Check	11/30/2011	5291	Printing Shop	Inv#	Company Checking Account			Accounts Payable		197.00
Invoice	11/30/2011	100150	National Burger:National Burg...		Accounts Receivable			-SPLIT-	236.50	
Invoice	11/30/2011	100151	Weeks, Matt:Middlefield Tire ...		Accounts Receivable			-SPLIT-	2,605.80	
Invoice	11/30/2011	100152	Bowden Boutiques:Main Stre...		Accounts Receivable			-SPLIT-	17,161.70	
General Journal	11/30/2011	DEPR			Line of Credit			Interest Expense		54.21

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