経　理　日　報

令和　　　　年　　　　月　　　　日

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| 現金・預金 | 区分 | | | 前日残高 | 本日入金 | |  | | 本日出金 | | 本日残高 | | 主なる入金 | |
|  | | |  | |  | |
| 種類 | | |  | |  | |
| 現　　金 | | |  |  | |  | |  | |  | |  | |
| 当座預金 | | |  |  | |  | |  | |  | | 主なる支出 | |
| 普通預金 | | |  |  | |  | |  | |  | |  | |
|  | | |  |  | |  | |  | |  | |  | |
| 計 | | |  |  | |  | |  | |  | |  | |
| 手形 | | 受　　入 | 発　　行 | | |  | | 割　　引 | | 借入 | | 借　　入 | | 返　　済 |
| 件数 | 件数 | | |  | | 割引高 | | 借入先 | | 返済先 |
|  |  | | |  | |  | |  | |  |
|  |  | | |  | |  | |  | |  |
|  |  | | |  | |  | |  | |  |
|  |  | | |  | | 入金高 | |  | |  |
|  |  | | |  | |  | |  | |  |
| 金額 | 金額 | | |  | |  | | 金額 | | 金額 |
|  |  | | |  | |  | |  | |  |
|  |  | | |  | | 手数料 | |  | |  |
|  |  | | |  | |  | |  | |  |
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