

Slide 1

### 3.4 Trial Balance

- Objectives
  - Define the trial balance
  - Illustrate preparation of the trial balance



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Slide 2

### Trial Balance

- Definition – list of accounts and their balances at a given time
- Usually prepared at the end of an accounting period
- Primary reason for the TB is to prove that the debits equal credits after posting the JE's to the ledger



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Slide 3

### Trial Balance

Procedure for preparing a trial balance

- List the account titles and their respective debit or credit balances
- Total the debit and credit columns
- Verify the equality of the two columns
- See example on next slide



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Slide 4

**Trial Balance**

Emma Interiors  
Trial Balance  
March 31, 2004



	Debit	Credit
Cash	\$14,000	
Accounts Receivable	7,000	
Inventory	1,250	
Accounts Payable		3,000
Common Stock		15,250
Service Revenue		18,400
Salaries Expense	11,500	
Supplies Expense	2,900	
<b>Total</b>	<b>\$36,650</b>	<b>\$36,650</b>

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