

Preparing Financial Statements
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Balance Sheet			
Assets			
<i>Accounts</i>	<i>Account Amounts</i>	<i>Subtotals</i>	<i>Totals</i>
Current Assets			
Cash			
Total Current Assets			
Long-Term Assets			
Total Long-Term Assets			
Total Assets			

Continue on Page 2...

Liabilities			
Current Liabilities			
Total Current Liabilities			
Long-Term Liabilities			
Total Long-Term Liabilities			
Total Liabilities			
Owner's Equity			
Owner's Equity			
Retained Earnings			
Total Owner's Equity			
Total Liabilities and Equity			

NOTE: Total Assets must equal Total Liabilities and Equity