**Journal Voucher** Month: Year: Number:

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| **Reference** | **Description** | **Account Code** | **Debit** | **Credit** |
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Reason:

Prepared by: Date:

Authorised by: Posted by:

**Journal Voucher** Month: Year: Number:

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| **Reference** | **Description** | **Account Code** | **Debit** | **Credit** |
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