|  |  |
| --- | --- |
| a. Sales recorded, goods not shipped |  |
| b. Goods shipped, sales not recorded |  |
| c. Goods shipped to a bad credit risk customer |  |
| d. Sales billed at the wrong price or wrong quantity |  |
| e. Product line A sales recorded as Product line B |  |
| f. Failure to post charges to customers for sales |  |
| g. January sales recorded in December |  |
| ***CONTROL PROCEDURES*** |
| 1. Sales order approved for credit |
| 2. Prenumbered shipping doc prepared, sequence checked |
| 3. Shipping document quantity compared to sales invoice |
| 4. Prenumbered sales invoices, sequence checked |
| 5. Sales invoice checked to sales order |
| 6. Invoiced prices compared to approved price list |
| 7. General ledger code checked for sales product lines |
| 8. Sales dollar batch totals compared to sales journal |
| 9. Periodic sales total compared to same period accounts receivable postings |
| 10. Accountants have instructions to date sales on the date of shipment |
| 11. Sales entry date compared to shipping doc date |
| 12. Accounts receivable subsidiary totaled and reconciled to accounts receivable control account |
| 13. Intercompany accounts reconciled with subsidiary company records |
| 14. Credit files updated for customer payment history |
| 15. Overdue customer accounts investigated for collection |