Ime i prezime učenika:       Razred:

Vrsta rada:       Datum: Pritisnite ovdje za unos datuma.

Prikaži kroz blagajnički izvještaj nastale promjene u blagajni tvrtke Alat d.o.o., Gospić. Na kraju jučerašnjeg dana saldo iznosi 120,00 kn.

Uplatnice počinju od broja 45, a isplatnice od broja 78. Provedi promjene kroz blagajne i ispostavi blagajničke uplatnice i blagajničke isplatnice.

Danas su u blagajni su nastale ove promjene:

1. **Podignuta je gotovina od 2.300,00 kn sa IBAN tvrtke i uplaćena za potrebe blagajne. Samostalno odredi podatke koji nedostaju. Popuni nalog za isplatu.**

**UNIVERZALNI NALOG ZA PLAĆANJE**

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| PLATITELJ (naziv/ime i adresa) | Hitno: | | |  | Valuta plaćanja: | |  | | Iznos: | |  | | | | | | | | | |
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| Model i poziv na broj platitelja: | | | | | | |  | | | | **HR** | |  | |  |  | | | |
| IBAN ili broj računa primatelja | | |  | | | | | | | | | | | | | | |  |  |  |
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| Model i poziv na broj primatelja: | | | | | | | | | | | **HR** | |  |  |  | | | |
| Šifra namjene:   |  | | --- | |  |   Datum izvršenja:   |  | | --- | | Unos datuma | | | | | | | | | Opis plaćanja: | | | | | | | | | | |
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| BIC i/ili naziv banke primatelja: Primatelj Fizička Pravna   |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | |  |  |  |  |  |  | |  | | | | | |   (osoba):  BEN SHA OUR   |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | | Valuta pokrića: |  | Troškovna  opcija: |  | | | | | |  |  |  |  |  |  | |  |  | | | | | | | | | | | | | | | Pečat korisnika PU | | | | | | | Potpis korisnika PU | | | |

**Popuni uplatnicu.**

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1. **Isplaćena akontacija od 700,00 kn za službeni put Ani Vuk.**

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1. **Kupac Ivan Kos platio 301,50 kn za kupljeni alat.**

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1. **Isplaćeno 500,00 kn za potrebe porto blagajne.**

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1. **Isplaćeno 157,35 kn po računu br. 6/20. za uredski materijal.**

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1. **Kupac Edo Novak platio 298,75 kn za alat.**

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1. **Porto blagajna vratila višak od 43,20 kn.**

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1. **Blagajnički maksimum je 500,00 kn. Višak iznad blagajničkog maksimuma treba na kraju dana uplatiti na transakcijski račun tvrtke Alat d.o.o.**

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**Popuni nalog za uplatu.**

**UNIVERZALNI NALOG ZA PLAĆANJE**

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| IBAN platitelja: | | | | | |  | | | | | | | | | | | | | |
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| Model i poziv na broj platitelja: | | | | | | |  | | | | **HR** | |  | |  |  | | | |
| IBAN ili broj računa primatelja | | |  | | | | | | | | | | | | | | |  |  |  |
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| PRIMATELJ (naziv/ime i adresa) | |  | | | | | | | | | | | | | | | | | | |
| Model i poziv na broj primatelja: | | | | | | | | | | | **HR** | |  |  |  | | | |
| Šifra namjene:   |  | | --- | |  |   Datum izvršenja:   |  | | --- | | Unos datuma | | | | | | | | | Opis plaćanja: | | | | | | | | | | |
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| BIC i/ili naziv banke primatelja: Primatelj Fizička Pravna   |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | |  |  |  |  |  |  | |  | | | | | |   (osoba):  BEN SHA OUR   |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | | Valuta pokrića: |  | Troškovna  opcija: |  | | | | | |  |  |  |  |  |  | |  |  | | | | | | | | | | | | | | | Pečat korisnika PU | | | | | | | Potpis korisnika PU | | | |

**Pred kraj radnog dana, poduzeće Alat d.o.o. sastavlja blagajnički izvještaj u kojem evidentira sve dnevne uplate i isplate. Sastavi blagajnički izvještaj.**

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| MB: | | | OIB: | | IBAN: | | | | |
| **BLAGAJNIČKI IZVJEŠTAJ NA DAN** Kliknite ovdje da biste unijeli datum. | | | | | | | | | |
| **Stavka** | **Datum** | **Isprava** | **Opis** | | **Primitak** | | | **Izdatak** | |
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