

TALLY ERP.9 GST

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Cost Tracking Report etc...

ACCOUNTS INTRODUCTION

Transactions

Any dealings made between persons involving exchange of values is called transactions. The transactions which are-

- Money related
- Effect the financial position (or) profit or loss of the firm is taken into books.
- Related to our firm

There are 2 types.

- Cash transaction
- Credit transactions

Cash Transactions

The transactions in which cash receipt (or) payment involved in the exchange are called cash transaction. For identifying cash transactions, the following one of the 3 rules must be follow.

- Cash item must be there
- Cash and person name both must be there
- Cash and person name both not necessary

Examples

- Cash sales ₹5000
- Goods purchased from Jyothi on cash ₹ 8000
- Purchases ₹ 2000

Credit Transactions

The transactions in which cash receipt (or) payment is not involved in the exchange are called credit transactions. In another way the transactions which are not cash transactions are called credit transactions.

Examples

- Purchased goods from Sampath ₹ 3000
- Goods sold to Raja ₹ 5000

Classifying of Accounts

Accounts mean classified record of business transactions. Accounts are 2 types.

- Personal Accounts
- Impersonal Accounts

Impersonal accounts again 2 types

- Real Accounts
- Nominal Accounts

Now present Accounts 3 types

- Personal Account
- Real Account
- Nominal Account

Personal Account

Accounts which are related to names of persons and firms are called personal accounts. (Including debtors and creditors)

Example: - Siva A/c, Bank A/c, Capital A/c, Drawings A/c, Debtors A/c, Creditors A/c

Rule

Debit the receiver
Credit the giver

Real Account

Accounts which are related to Assets, Liabilities and Goods of a firm. (Excluding Debtors and Creditors)

Example

Assets: Cash A/c, Building A/c, Furniture A/c, Investment A/c, Goodwill A/c, Patent A/c, Trademark A/c, Copyright A/c

Liabilities: Bills payable A/c, Loan A/c, Bank overdraft A/c

Goods: Purchases A/c, Sales A/c, Purchases returns A/c, Sales returns A/c

Rule

Debit what comes into the firm
Credit what goes out from the firm

Nominal Account

Accounts which are related to expenses, losses, incomes and gains are called Nominal accounts.

Examples

Expenses: Salary paid A/c, Commission paid A/c

Losses: Bad debts A/c, Charities A/c, Discount allowed

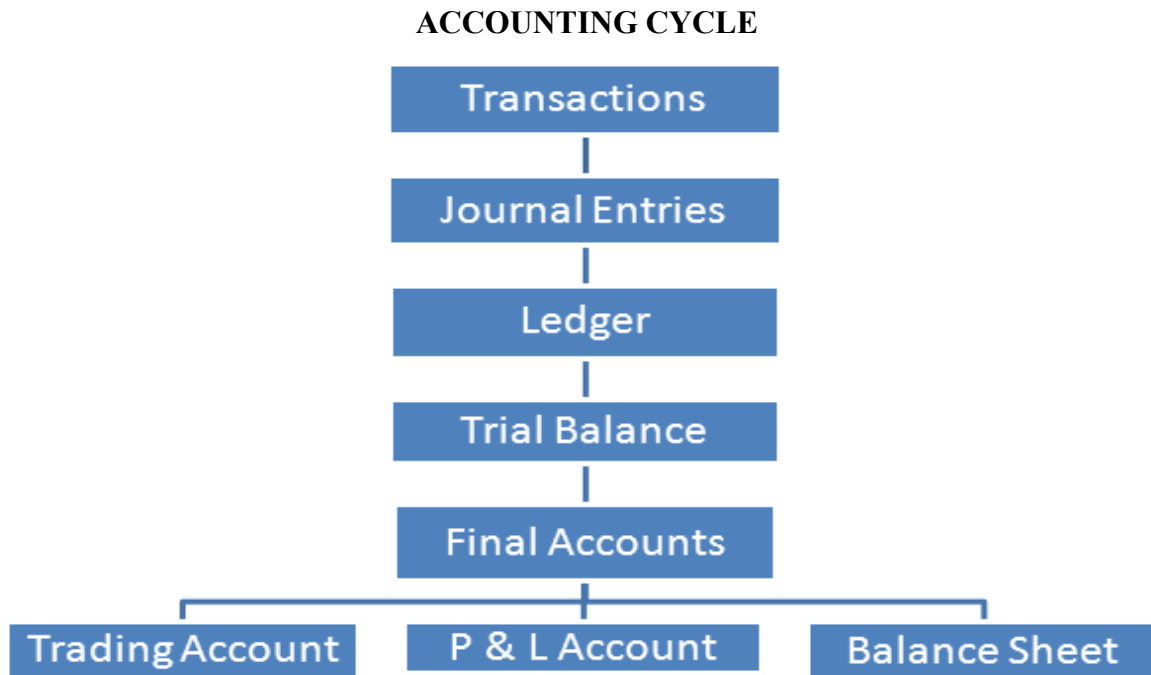
Incomes: Rent received, Interest received A/c, and Allowance received A/c

Gains: Bad debts recovered A/c, Discount received A/c

Rule

Debit all Expenses and Losses

Credit all Incomes and Gains.

**Ledger**

An account is a ledger record in a summarized form from all the transactions that have taken with the particular person or things specified.

Trial Balance

Trial balance is a statement, prepared with the debit and credit balance of ledger accounts to test the arithmetical accuracy of the ledger of the books. It may be also prepared with debit and credit totals of the books. It may be also prepared with debit and credit totals of ledger accounts and also with the balance and totals of ledger accounts.

Trial balance rule

- All ledger accounts debit balance is debit
- All ledger accounts credit balance is credit

Final Accounts

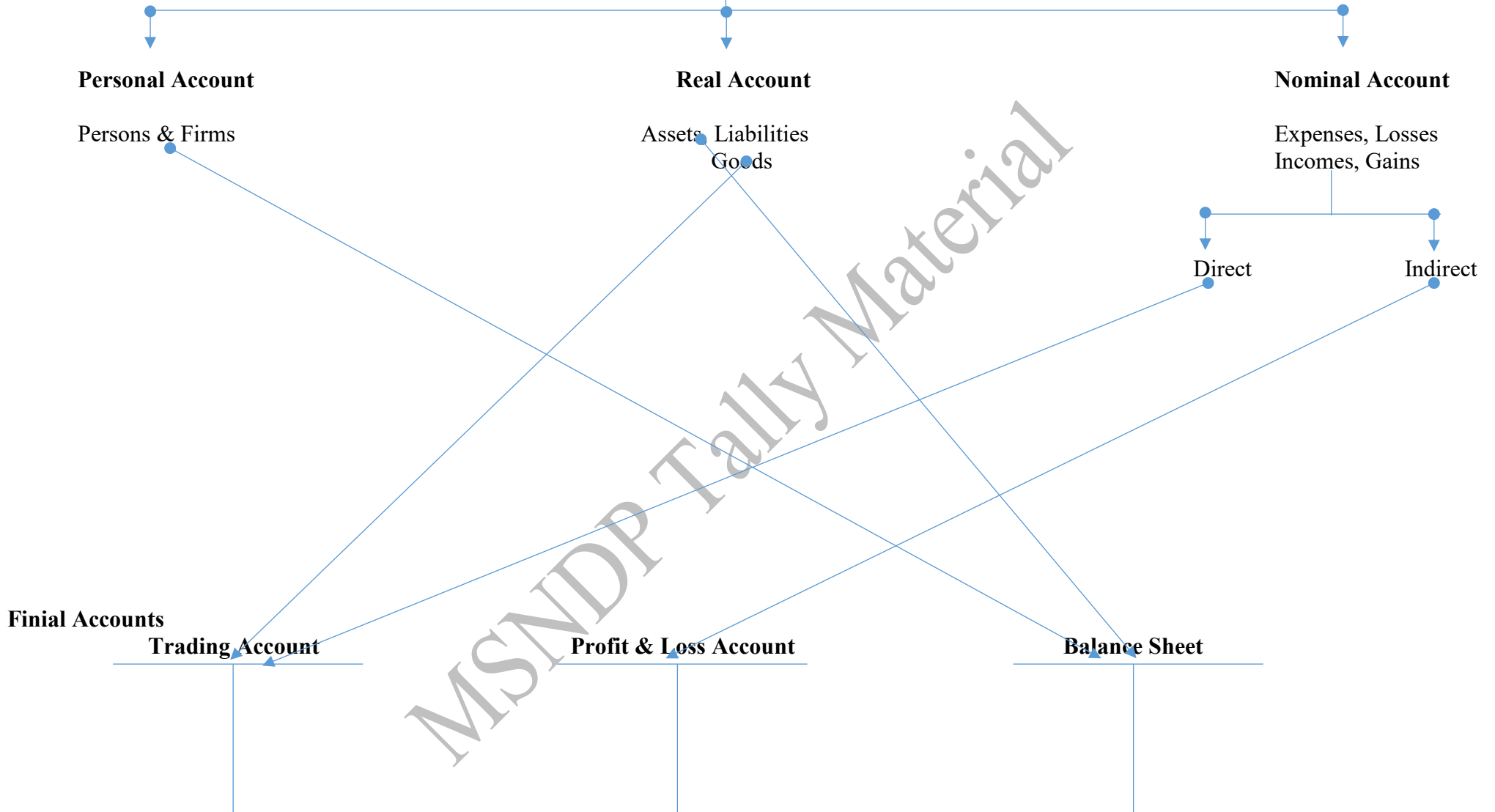
Financial position is reflected by Balance Sheet. These are usually prepared at the close of the year hence known as final accounts. They serve the ultimate purpose of keeping accounts. Their purpose is to investigate the consequence of various incomes and expenses during the year and the resulting profit or loss. There are 3 accounts in final accounts.

Trading Account is calculating the company Gross profit (or) Gross loss

Profit & Loss Account is calculating the company Net profit (or) Net loss

Balance Sheet is showing the company financial position

Types of Accounts



MSNDP Tally Material

Tally Generations**Tally4.5**

Its working operation system is DOS. (Disk operating system) Maintain the company information is Accounts only.

Tally5.4

Its working operation system is Windows. Maintain the company information is Accounts only, Accounts with Inventory and Inventory only.

Tally6.3

Its working operation system is Windows. Maintain the company information is Accounts only, Accounts with Inventory and Inventory only. Using the VAT Taxation.

Tally7.2

Its working operation system is Windows & Linux. Maintain the company information is Accounts only, and Accounts with Inventory. Using the Taxation (VAT, TDS, Service Tax)

Tally8.1

Its working operation system is Windows & Linux. Maintain the company information is Accounts only, and Accounts with Inventory. Using the Taxation (VAT, TDS, Service Tax, Excise duty, TCS) apply the multi languages.

Tally9.0

Its working operation system is Windows & Linux. Maintain the company information is Accounts only, and Accounts with Inventory. Using the Taxation (VAT, TDS, Service Tax, Excise duty, TCS, Payrolls, FBT) apply the multi languages.

Tally.ERP9

Its working operation system is Windows & Linux. Maintain the company information is Accounts only, and Accounts with Inventory. Using the Taxation (VAT, TDS, Service Tax, Excise duty, TCS, Payrolls) apply the multi languages. Updated the features.

Tally.ERP9 (Version 6)

Its working operation system is Windows. Maintain the company information is Accounts only, and Accounts with Inventory. Using the Taxation (GST – Goods and Service Tax from July'2017 onwards. VAT, TDS, Service Tax, Excise duty, TCS, Payrolls) apply the multi languages. Updated the GST features.

Tally Material

Company Information

Select Company

To select an existing company

Login as Remote user

Remote user working as Clint mode it's working as Tally.Net ID User name

Create Company

To create a new company

Backup

To write the company information on CD or DVD. To format the system or update the version.

Restore

Restore the computer from CD or DVD to reinstall the tally.

Quit

Close the tally.

Creation of Company

Save the information (**Ctrl +A**)

Functional keys

- F1 → Select Company
- Alt+F1 → Shut Company
- F2 → Current Date
- Alt+F2 → Current Period
- F3 → Present using Company
- F4 → Connect (Connect is working as remote user working only Business Version)
- Alt+F3 → Company Information
- F11 → Features (Company Operation Alteration)
- F12 → Configuration

How to Modify or delete the Company Alter

It means modify the information or delete the information.
GOT (Gate way of tally) → Company information (Alt+F3) → Alter
If you want delete the company Press (ALT+D) Key.

Company Backup/Restore

How to take the back of the company
GOT → Alt+F3 (Company Info) → Backup
Give to Destination & Select companies

Backup Companies on Disk	
Select Companies to Backup	
Source	: C:\Users\Public\Tally.ERP9\Data
Destination	: E:\MSNDP
Name of Company	Company Number
M.S.N.Durgaprasad	(10000)

How to restore of the company

GOT → Alt+F3 (Company Info) → Restore (OR) GOT → Restore
Give to Destination & Select companies

Restore Companies				
Select Companies to Restore				
Destination		: C:\Users\Public\Tally.ERP9\Data		
Source		: E:\MSNDP		
Backup		Auto Backup		
Name of Company	Company Number	Name of Company	Company Number	Backup Vers
M.S.N.Durgaprasad	(10000)	End of List		
End of List				

Split Company Data

GOT → Alt+F3 (Company Info) → Split Company Data → Select Company
It means the company data will be split from 1st Sept. and it will be create two duplicate companies.

M.S.N.Durgaprasad		Ctrl + M
Split Company Data		List of Companies
Name	: M.S.N.Durgaprasad	M.S.N.Durgaprasad (10000)
Split From	: 1-Sep-2017 <i>(This date will become the beginning of the financial year for the new company.) (Valid dates: 2-Apr-2017 to 1-Apr-2018; Recommended date is 1-Sep-2017)</i>	
The following companies will be created and opened		
First company	: M.S.N.Durgaprasad - (from 1-Apr-2017)	
Second company	: M.S.N.Durgaprasad - (from 1-Sep-2017)	

Security Control Settings

It means to create the users and password of company employees. (Accounts Officer, Accountant, Cashier, etc...)

Users & Passwords

Users is created of two types owner & data entry

GOT→Alt+F3 (Company Info)→Security Controls→Users and Passwords

List of Users for Company

Name: M.S.N.Durgaprasad

Security Level	Username	Password (if any)	Allow Remote Access	Allow Local TDL Files	Allow SMS Access
Owner	Acc Officer	****	No	No	No
Data Entry	Accountant	****	No	No	No
Data Entry	Cashier	****	No	No	No

Password Polies for the company

GOT→Company Information →Security Control→Password Policy

Password Policy for Company

Name: M.S.N.Durgaprasad

Activate password policy ? Yes

Password Strength

Minimum password length : 8

Specify advanced parameters for password strength ? No

Password Expiry

Password expires after : 90 day(s)

(Set 0 to disable Password Expiry)

Notify users before password expires ? No

Restrict the use of old passwords ? No

Other Options

Change password on first login ? No

Allow users to change password ? No

Activate Company Operation/Alteration Features

There are 3Types

1. Accounting Features
2. Inventory Feature
3. Statutory & Taxation

Activate Statutory Features (GST/VAT/CST/Service Tax, Etc...)

GOT→F11 Features→Statutory & Taxation Features (F3)

Enable Goods and Services Tax (GST)
Set/alter GST details

? Yes

? No

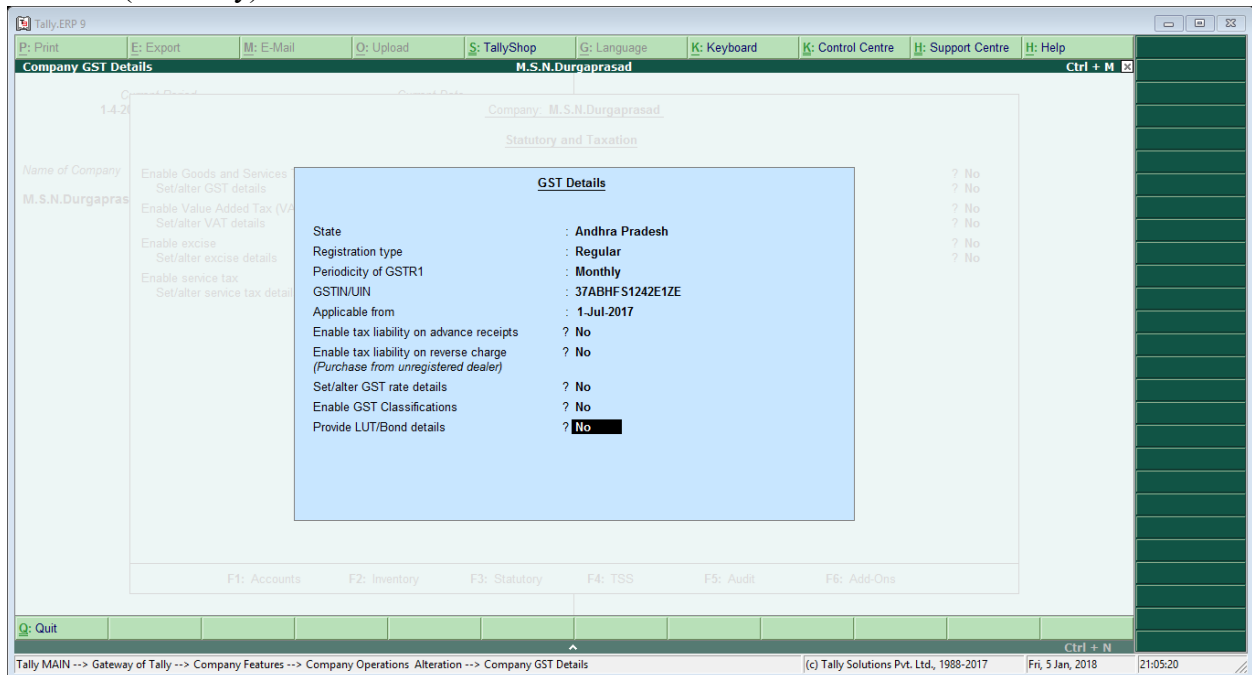
GST Tax TIN Information

For India GST, the following is the format for the India GST number that contains the Indian State Code, the Indian PAN number and the other values.

State Code	PAN Number	Entity Code	Blank	Check Digit
2 (digit)	10 (digit)	1 (digit)	1 (digit Alphabet)	1 (digit Alphabet)

Sr. No.	State Name	TIN number – First two digits	State Code
1	Andaman and Nicobar Islands	35	AN
2	Andhra Pradesh	28	AP
3	Andhra Pradesh (New)	37	AD
4	Arunachal Pradesh	12	AR
5	Assam	18	AS
6	Bihar	10	BH
7	Chandigarh	04	CH
8	Chhattisgarh	22	CT
9	Dadra and Nagar Haveli	26	DN
10	Daman and Diu	25	DD
11	Delhi	07	DL
12	Goa	30	GA
13	Gujarat	24	GJ
14	Haryana	06	HR
15	Himachal Pradesh	02	HP
16	Jammu and Kashmir	01	JK
17	Jharkhand	20	JH
18	Karnataka	29	KA
19	Kerala	32	KL
20	Lakshadweep Islands	31	LD
21	Madhya Pradesh	23	MP
22	Maharashtra	27	MH
23	Manipur	14	MN
24	Meghalaya	17	ME
25	Mizoram	15	MI
26	Nagaland	13	NL
27	Odisha	21	OR
28	Pondicherry	34	PY
29	Punjab	03	PB
30	Rajasthan	08	RJ
31	Sikkim	11	SK
32	Tamil Nadu	33	TN
33	Telangana	36	TS
34	Tripura	16	TR
35	Uttar Pradesh	09	UP
36	Uttarakhand	05	UT
37	West Bengal	19	WB

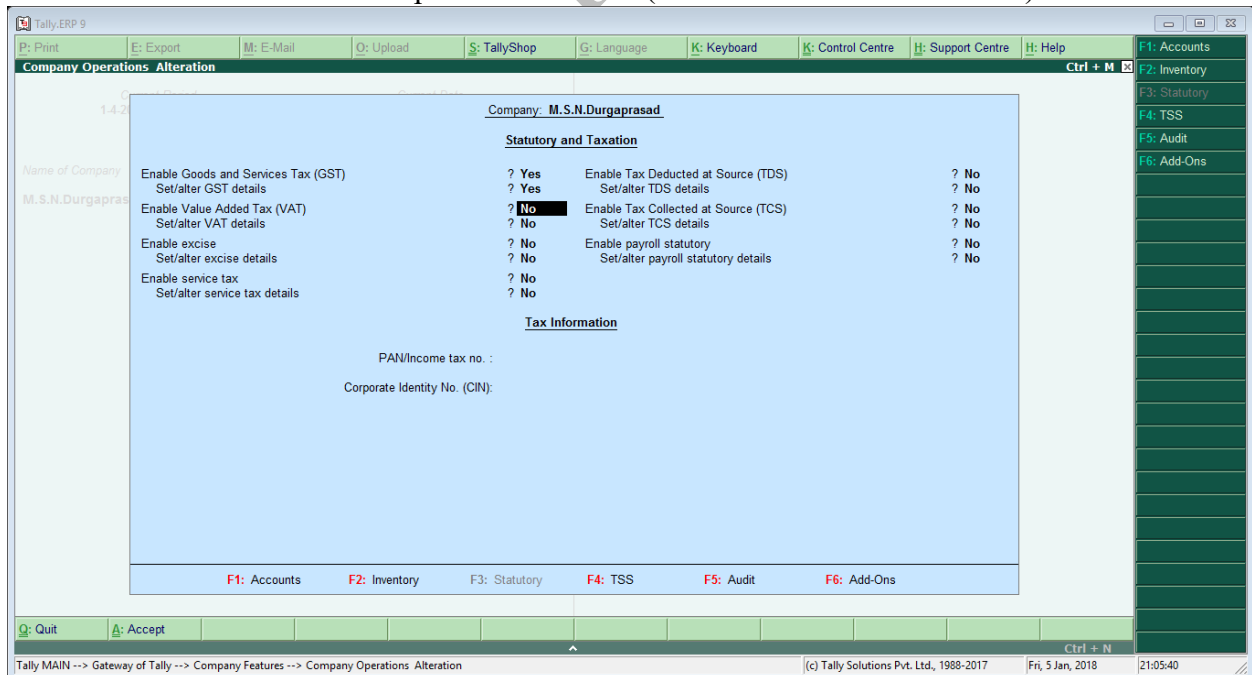
Enter GST Details in Tally Features
F11 → F3 (Statutory)



Set Alter GST Rates – Yes (if all commodity (Inventory) It belongs to one rate of Tax easy to configure company level. Assume that you have more than 1 type of items don't put the “yes” and not define the configuration settings.

Enable GST Classification – Yes (Sales/Purchase required classification)

Provide LUT/Bond details – Export Transactions (Put in “Yes” otherwise “No”)



Accounting Masters Groups

By default, Tally.ERP9 provides a list of groups called pre-defined groups. The user can create any number of primary groups and sub groups which are again grouped under a primary group/sub group. There are 28 pre-defined groups in Tally.ERP9, out of which 15 are primary groups and 13 are sub groups.

Display of Groups (Single/Multiple)

GOT → Accounts information → Groups → Display

Example: - Bank accounts, Bank OD A/C, Capital Accounts, Cash in Hand, Fixed Assets

Alternation(Modify/Delete) of Group(Single/Multiple)

GOT → Accounts information → Groups → Alter

Voucher Types

In accounting terms, a voucher is a document the details of financial transaction. For every transaction made a voucher is used to enter the details into the ledgers to update the financial position of the company. The voucher is 23 in Tally 5.4 & 6.3, 21 in Tally7.2, 18 in Tally8.1 & 9.0, 22 in Tally.ERP9

Display of Vouchers

GOT → Accounts information → Voucher Types → Display

Example: - Contra, Payments, Receipts, Sales, Purchase

Alternation(Modify/Delete) of Vouchers

GOT → Accounts information → Voucher Types → Alter

Creation of Cash Payment, Receipt & Bank Payment, Receipt vouchers

GOT → Accounts information → Voucher Types → Create

Creation of Bank Payment

The screenshot shows the 'Voucher Type Creation' window in Tally ERP 9. The window title is 'Tally.ERP 9' and the user is 'M.S.N.Durga Prasad'. The voucher type is 'Bank Payment'. The window is divided into several sections:

- Name:** Bank Payment (alias)
- General:**
 - Select type of voucher: Payment
 - Abbreviation: Pymt
 - Method of voucher numbering: Automatic
 - Use advanced configuration: No
 - Use effective dates for vouchers: No
 - Make this voucher type as 'Optional' by default: No
 - Allow narration in voucher: Yes
 - Provide narrations for each ledger in voucher: No
 - Enable default accounting allocations: No
 - Set/Alter Default Accounting Entries: No
- Printing:** Print voucher after saving: No
- Name of Class:** (Empty field)

The bottom of the window shows a menu bar with options: Quit, Accept, Delete, and a status bar with the text: Tally MAIN --> Gateway of Tally --> Accounts Info. --> Voucher Types --> Voucher Type Creation. The footer contains: (c) Tally Solutions Pvt. Ltd., 1988-2017, Fri, 5 Jan, 2018, 21:06:53.

Creation of bank Receipt

The screenshot shows the 'Voucher Type Creation' window in Tally ERP 9. The 'Name' field is set to 'Bank Receipt'. The window is divided into three main sections: 'General', 'Printing', and 'Name of Class'. The 'General' section includes options for 'Select type of voucher' (Receipt), 'Abbreviation' (Rcpt), 'Method of voucher numbering' (Automatic), and 'Use advanced configuration' (No). The 'Printing' section includes 'Print voucher after saving' (No) and 'Print formal receipt after saving' (No). The 'Name of Class' field is currently empty. The bottom status bar shows the navigation path: Tally MAIN --> Gateway of Tally --> Accounts Info. --> Voucher Types --> Voucher Type Creation.

Creation of Ledgers

GOT → Accounts information → Ledgers → Create

Example: Creation Furniture Account

The screenshot shows the 'Ledger Creation' window in Tally ERP 9. The 'Name' field is set to 'Furniture'. The 'Total Opening Balance' field is highlighted in yellow. The window is divided into several sections: 'Under' (Fixed Assets), 'Inventory values are affected' (No), 'Statutory Information' (Is GST Applicable: Applicable, Type of Supply: Services), 'Mailing Details' (Name: Furniture, Address, Country: India, State: Andhra Pradesh, Pincode), 'Provide bank details' (No), and 'Tax Registration Details' (PAN/IT No., Set/alter GST details: No). The 'Opening Balance (on 1-Apr-2017)' field is highlighted in black. The bottom status bar shows the navigation path: Tally MAIN --> Gateway of Tally --> Accounts Info. --> Ledgers --> Ledger Creation.

Note: - Opening Balance Enter Only Assets & Liabilities.

Alteration of Ledger

GOT → Accounts Information → Ledgers → Alter (Select any Ledger Account Eg: Cash)

Creation of No of Ledgers

Name of the Ledgers	Groups
ICICI Bank	Bank Account
HDFC Bank	Bank Account
ING Vysya Bank	Bank Account
Indian Overseas Bank	Bank Account
State Bank of India OD	Bank Occ Account
Axis Bank OD	Bank Od
Bangalore Branch	Branch/ Division
Eluru Division	Branch/Division
(Name of The Owner) Capital	Capital
(Name of The Partner) Capital	Capital
Drawings	Capital
Cash	Cash-In-Hand
Petty Cash	Cash-In-Hand
Cheque Received	Cash-In-Hand
Electricity Deposit	Deposits(Assets)
Telephone Caution Deposit	Deposits(Assets)
Security Deposits (If Any)	Deposits(Asset)
Service Tax	Duties & Taxes
Excise Duty	Duties & Taxes
GST (IGST, CGST, SGST)	Duties & Taxes
Custom Duty	Duties & Taxes
Income Tax	Duties & Taxes
Surcharge on Taxes	Duties & Taxes
Wealth Tax	Duties & Taxes
Entry Tax	Duties & Taxes
T.D.S (Tax Deduction at Source)	Duties & Taxes
T.C.S (Tax Collected Source)	Duties & Taxes
Professional Tax	Duties & Taxes
Direct Expenses Related to Factory and Manufacturing Unit	Direct Expenses
Direct Income (Incomes Accrued from Factory or Manufacturing Units)	Direct Incomes
Plant & Machinery	Fixed Assets
Land & Building	Fixed Assets
Computers	Fixed Assets
Electrical Fittings	Fixed Assets
Furniture and Fittings	Fixed Assets
Indirect Expenses Related to Office	Indirect Expenses
Indirect Incomes (Incomes Accrued from Office)	Indirect Incomes
Shares	Investments
Insurances	Investments

Debentures	Investments
Fixed Deposits	Investments
Mutual Funds	Investments
Name of The Party or Concern Who Owes from Us	Loans Liability
Name of The Party or Concern Who Owes to Us	Loans & Advances
Salary Advance	Loans & Advances
Provision for Bad Debts	Provision
Building Fund	Provision
Purchase (Credit or Cash)	Purchase
Purchase Returns	Purchase
General Reserve	Reserve & Surplus
Sales (Cash/Credit)	Sales
Sales Returns	Sales
Suppliers	Sundry Creditors
Customers	Sundry Debtors
Loan Which Carries Interest (Name of The Party or Concern) With Documentation	Secured Loans
Loan Which Carries Interest (Name of The Party or Concern) Without Documentation	Unsecured Loans
Opening Stock	Stock in Hand
Closing Stock	Stock in Hand

Transactions (Voucher Posting/Ledger Posting)

Introduction to voucher entry in Tally.ERP9. a voucher is a document that contains details of a financial transaction and required for recording the same into the books of accounts. The voucher entries menus options are available under transactions in the gateway of Tally.

- Accounting Vouchers
- Order Vouchers
- Inventory Vouchers
- Payroll Vouchers

Accounting Vouchers (F1)

F4	→ Contra	F5	→ Payments
F6	→ Receipts	F7	→ Journal
F8	→ Sales	F9	→ Purchases
Ctrl+F8	→ Credit Note (Sales Returns)		
Ctrl+F9	→ Debit Note (Purchase Returns)		

Inventory Vouchers (Alt+F1)

Alt+F6	→ Rejection Out	Ctrl+F6	→ Rejection In
Alt+F7	→ Stock Journal	Alt+F8	→ Delivery Note
Alt+F9	→ Receipt Note	Alt+F10	→ Physical Stock

Order Vouchers (Ctrl+F2)

Alt+F4	→ Purchase Order	Alt+F5	→ Sales Order
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Payroll Vouchers (Ctrl+F1)

Ctrl+F4	→ Payroll	Ctrl+F5	→ Attendance
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Contra (F4)

It means the Journal entry is recorded in same book in twice. That journal entry is contra entries. Contra was using the following transactions.

- Cash deposited in to bank
- Cash with drawn from bank for office use
- Cash transfer
- Bank transfer

Transactions

1. Cash deposited in to HDFC 35000
2. Cash transfer from cash to petty cash 5000
3. HDFC chq.(456852) issued to ICICI 10000
4. Cash with drawn from ICICI 4000

Change the voucher type double entry format (Contra, Payment, and Receipt)

Press **F12**

Use Single entry mode for Payment/Receipt/Contra Vouchers -- No

Contra Configuration	
Skip Date field during creation for faster entry	? Yes
Use single entry mode for payment/receipt/contra vouchers?	Yes
Use Cr/Dr instead of To/By during entry	? No
Warn on negative cash balance	? Yes
Show Employee Details	? Yes
Show current balances of ledgers	? Yes
Show balances as on voucher date	? No
Show Ledger Final balances	? No
Print cheque after saving voucher	? Yes
Confirm each cheque before print	? Yes
Show Cash Denomination Details	? Yes
Statutory Options	
Bank Allocations Configuration	
Use default values for bank details	? No
Use Auto Cheque Numbering	? Yes
Allow selection of cheque range	? Yes
Set ledger-wise bank allocations in voucher creation	? No

Posting of contra Voucher

The screenshot shows the 'Accounting Voucher Creation' window in Tally ERP 9. The voucher type is 'Contra' and the date is '1-Apr-2017 Saturday'. The voucher details are as follows:

Particulars	Debit	Credit
To Cash Cur Bal: 2,66,500.00 Dr		30,000.00
By H D F C Cur Bal: 30,000.00 Dr	30,000.00	
	30,000.00	30,000.00

The narration is 'Cash Deposited'. The window also shows a list of voucher types on the right side, including Accounting Vouchers, Inventory Vouchers, Order Vouchers, Payroll Vouchers, etc.

If you want Create of Ledger or any Information in Voucher Posting (**Alt+C**)

Payments (F5)

This voucher records all the payments made through bank or cash. The Payments is divided in two types

- Cash payments
- Bank payments

The payment was using following transactions

- Payment for Expenses without GST Bills
- Payment to creditors
- Purchase of Asset/Goods on Cash basic without GST
- Liabilities Payment

Transactions

1. Salaries Paid by HDFC bank Chq.No (524215) 5000
2. Paid by workers' wages 3500
3. Purchase of Furniture 25000 Paid by Bank on HDFC Chq.No(524251)
4. Insurance paid 4000

How to Posting the Cash Voucher and Bank Voucher

Bank Payment Voucher

Accounting Voucher Creation		M.S.N.Durgaprasad		Ctrl + M	
Bank Payment No. 1		1-Apr-2017		Saturday	
Particulars		Debit	Credit		
By Salaries		10,000.00			
Cur Bal: 10,000.00 Dr					
To H D F C			10,000.00		
Cur Bal: 20,000.00 Dr					
Narration:					
Saalries Paid					
		10,000.00	10,000.00		

Cash Payment Voucher

Accounting Voucher Creation		M.S.N.Durgaprasad		Ctrl + M	
Cash Payment No. 1		1-Apr-2017		Saturday	
Particulars		Debit	Credit		
Dr Wages		3,500.00			
Cur Bal: 3,500.00 Dr					
Cr Cash			3,500.00		
Cur Bal: 1,96,500.00 Dr					
Narration:					
Wages Paid					
		3,500.00	3,500.00		

Receipts (F6)

This voucher records all the receipts transactions receipt is a legal document that we received cash or cheque. Receipts divided in two types.

- Cash Receipts
- Bank Receipts

The receipt was using following transactions

- Incomes Received
- Received from Debtors
- Sale of Asset on Cash basic
- Liabilities Received

Transactions

1. Commission Received 3000
2. Rent Received 15000 deposited in to HDFC (Chq. No 584620)
3. Interest Credited by HDFC 350
4. Sale of Furniture 3000

Posting the Cash Voucher and Bank Voucher

Cash Receipt

Particulars	Debit	Credit
To Commission Received Cur Bal: 5,000.00 Cr		5,000.00
By Cash Cur Bal: 2,71,500.00 Dr	5,000.00	
	5,000.00	5,000.00

Narration:
T/W Commission received

Bank Receipt

Particulars	Debit	Credit
To Rent Received Cur Bal: 10,000.00 Cr		10,000.00
By H D F C Cur Bal: 30,000.00 Dr	10,000.00	
	10,000.00	10,000.00

Narration:
T/W Rent Received

Journal (F7)

It means not recorded in any voucher that is journal voucher. & without cash and bank voucher posting is Journal.

Example

- Purchase of asset on credit basis
- Depreciation on asset
- Outstanding expenses
- Sale of asset on credit basis

Transaction

1. Outstanding Salaries 5000
2. Depreciation on furniture 3000
3. Prepaid insurance 2000

The screenshot shows the 'Accounting Voucher Creation' window in Tally ERP 9. The voucher type is 'Journal' and the date is '1-Apr-2017 Saturday'. The entry is as follows:

Particulars	Debit	Credit
By Salaries Cur Bal: 15,000.00 Dr	5,000.00	
To O/S Salaries Cur Bal: 5,000.00 Cr		5,000.00
	5,000.00	5,000.00

Narration:
T/W provide O/S Salaries

The interface includes a menu bar with options like Print, Export, E-Mail, Upload, TallyShop, Language, Keyboard, Control Centre, Support Centre, and Help. A right-hand pane lists various voucher types (F1-F12) such as Accounting Vouchers, Inventory Vouchers, Order Vouchers, Payroll Vouchers, Date, Company, Contra, Payment, Receipt, Journal, Sales, Credit Note, Purchase, Debit Note, Reversing Journal, Memos, Post-Dated, Optional, Features, and Configure. The status bar at the bottom shows 'Tally MAIN -> Gateway of Tally -> Accounting Voucher Creation', '(c) Tally Solutions Pvt. Ltd., 1988-2017', 'Sat, 6 Jan, 2018', and '15:31:45'.

Accounting Reports**Display of Ledgers**

GOT→Display→Accounts Books →Ledger→Select any ledger account. (Cash)

Display of Cash/Bank Book

GOT→Display→Accounts Books→Cash/Bank Book(s)

If you want to see the details Press (**Alt+F1**)

Display of Day book

GOT→Display→Day Book

To see the daily transaction by day by day

Display of Journal Book

GOT→Display→Accounts Books→Journal Register →Journal Register

Accounting Features

F11 (Features) → F1 (Accounting Features)

Company: M.S.N.Durgaprasad		
Accounting Features		
General		
Maintain accounts only	? No	
Integrate accounts and inventory	? Yes	
Use Income and Expenses A/c instead of Profit and Loss A/c	? No	
Enable multi-currency	? Yes	
Outstanding Management		
Maintain bill-wise details	? Yes	
For non-trading accounts also	? No	
Activate interest calculation	? Yes	
Use advanced parameters	? Yes	
Cost/Profit Centres Management		
Maintain payroll	? No	
Maintain cost centres	? Yes	
Use cost centre for job costing	? No	
Maintain more than one payroll or cost category	? Yes	
Use pre-defined cost centre allocations in transactions	? No	
Show opening balance for revenue items in reports	? No	
Invoicing		
Enable invoicing		? Yes
Record purchases in invoice mode		? Yes
Use debit and credit notes		? Yes
Record credit notes in invoice mode		? Yes
Record debit notes in invoice mode		? Yes
Budgets and Scenario Management		
Maintain budgets and controls		? No
Use reversing journals and optional vouchers		? No
Banking Features		
Enable cheque printing		? Yes
Set/alter transaction types		? No
Set/alter banking features		? No
Set/alter post-dated transaction features		? No
Other Features		
Enable zero-valued transactions		? No
Maintain multiple mailing details for company and ledgers		? No
Set/alter company mailing details		? No
Enable company logo		? No
Mark changed vouchers		? No

Under General

Maintain accounts only: If your company is service oriented company then put in “Yes” otherwise your company is trading company (Inventory) then put in “No”.

Integrated accounts and inventory: your company is trading company we maintain accounts with inventory.

Income and expenses a/c instead of profit and loss a/c: If your company is service oriented company then put in “Yes” it will show “Income & Expenses a/c” otherwise put in “No” it will show “Profit & Loss A/c”

Multi-currency: we maintain multiple currencies then put in “Yes”

Under Outstanding Management

Bill-wise details: we maintain the bill-wise details for customers and suppliers then put in “yes” this feature will be default activated in Tally.ERP9

Interest Calculation: If you activate Interest calculation put in “yes”

Under Cost/Profit Centres Management

Payroll: we maintain the salaries calculation put in “Yes”

Cost Centres: we maintain cost centres put in “Yes”

Under Invoicing

Enable invoicing: If you enter sales, purchase vouchers invoice format then put in “Yes”

Debit/Credit Notes: If you enable Debit note/Credit note put in “Yes” as well invoice format also.

Under Budgets and scenario

Budget and Controls: we maintain the budgets put in “Yes”

Reversing Journal & Optional Vouchers: If you enter reversing journals & Optional Vouchers put in “Yes”

Under Banking Features

Cheque printing: If you want printing of cheque name & amount put in “Yes”

Under Other Features

Zero-Value Transactions: if any voucher enters zero (0) value then put in “Yes”

Company logo: If any invoice print of tally displays our company logo put in “Yes”

Cost Centres and Cost Categories**Cost Categories**

Cost Categories are useful for organizations that require allocation of Revenue and Non-Revenue Items to parallel sets of – Cost categories facilitate third dimensional reporting of Expenditure and revenue. Some of the examples of Cost Categories can be Region wise or geography wise, Grade wise, Department wise and so on.

Cost Centre

Cost Centre is any unit of an organization to which transactions (generally, revenue) can be allocated. When only costs or expenses are allocated to these units, they are referred to as Cost Centres. Cost Centre in Tally. ERP 9 allows an additional dimension to a transaction where a Ledger account indicates the nature of the transaction. It does not readily disclose, except in the narration field, which part of the organization was involved in the transaction. With the help of Cost Centres, a transaction can be allocated to it, which would then enable accumulation of the all transactions for that particular Cost Centre. Tally. ERP 9 gives you the Cost Centre break-up of each transaction as well as details of transactions for each Cost Centre.

Creation of Cost Categories

GOT → Accounts Information → Cost categories → Create

Cost Category Creation	
Name	: Department
(alias)	:
Allocate Revenue Items	? Yes
Allocate Non-revenue items	? <input checked="" type="checkbox"/> Yes

Revenue items: Revenue is shown usually as the top item in an income (profit and loss) statement from which all charges, costs, and expenses are subtracted to arrive at net income. Its related to Profit& Loss account.

Non-Revenue items: Non-revenue items. A non-revenue item is an item that does not add to the overall revenue of a business. You might make an item non-revenue if you do not want to track the charge of the item. For example, a customer wants to load a gift card with more money. Its related to Balance Sheet.

Creation of Cost Centres

GOT→Accounts Information→Cost Centres→Create

Cost Centre Creation	
Category	: Department
Name	: Administration
(alias)	:
Under	: <input checked="" type="checkbox"/> Primary

Eg: Production, Finance & Accounts, Marketing etc...

Display of Cost Centres

GOT→Accounts Information→Cost Centres→Display

S.No.	Category	Name of Cost Centre	Under
1.	Department	Administration	<input checked="" type="checkbox"/> Primary
2.	Department	Finance & Accounts	<input type="checkbox"/> Primary
3.	Department	Marketing	<input type="checkbox"/> Primary
4.	Department	Production	<input type="checkbox"/> Primary

Cost Categories

Branch

Department

Employee

Cost Centres

Vijayawada, Hyderabad under Branch

Sales, Production, Administration, Finance under Department

Siva, Kiran, Raghu under Employee

Transaction

- Salaries Paid 20000 (Siva 10500, Kiran 9500)
- Telephone Expenses paid 15000 (Vijayawada 7000, Hyderabad 8000)
- Raghu Salaries paid 15000
- Purchase of Furniture 25000 for Vijayawada branch
- Purchase of Stationery 500 Vijayawada 250, Hyderabad 250 for administration.
- Rent Paid for Vijayawada branch 10000
- Paid for Postage & Telegram 250 Vijayawada Branch
- Telephone Expenses paid 5000 Hyderabad Branch
- Salaries paid 45000 (Siva 12000, Kiran 20000, Raghu 13000)
- Purchase of Machinery 25000 for Hyderabad branch

How to Post Cost Centres Vouchers

Accounting Voucher Creation
Cash Payment No. 2
 1-Apr-2017
 Saturday

Particulars	Debit	Credit
By Salaries Cur Bal: 65,000.00 Dr	50,000.00	
Department		
Administration 15,000.00 Dr		
Finance & Accounts 20,000.00 Dr		
Marketing 15,000.00 Dr		
To Cash Cur Bal: 2,21,500.00 Dr		50,000.00
	50,000.00	50,000.00

Narration:
department wise Salaries paid

Display of the Cost Category Report

GOT → Display → Statement of Accounts → Cost Centres → Category Summary

Cost Category Summary
 M.S.N.Durgaprasad
 For 1-Apr-2017

Particulars	Transactions		Closing Balance
	Debit	Credit	
Department	50,000.00		50,000.00 Dr
Administration	15,000.00		15,000.00 Dr
Finance & Accounts	20,000.00		20,000.00 Dr
Marketing	15,000.00		15,000.00 Dr

Display of the Cost Centres Break Report

GOT → Display → Statement of Accounts → Cost Centres → Cost Centres Break-up

The screenshot displays the 'Breakup of Cost Centre' report in Tally ERP 9. The report is for 'M.S.N.Durgaprasad' and is titled 'Cost Centre: Finance & Accounts For 1-Apr-2017'. The table shows 'Particulars' with columns for 'Transactions' (Debit and Credit) and 'Closing Balance'. The data includes 'Indirect Expenses' and 'Salaries', both with a debit of 20,000.00 and a closing balance of 20,000.00 Dr. The 'Grand Total' row shows a debit of 20,000.00 and a closing balance of 20,000.00 Dr. The interface includes a menu bar at the top with options like Print, Export, E-Mail, Upload, TallyShop, Language, Keyboard, Control Centre, Support Centre, and Help. A right-hand pane contains various report options (F1-F12) and editing functions (C, A, D, N, B). The status bar at the bottom shows the navigation path: Tally MAIN --> Gateway of Tally --> Display Menu --> Statements of Accounts --> Display Cost Centres --> Breakup of Cost Ce... and the date Mon, 8 Jan, 2018.

Particulars	Transactions		Closing Balance
	Debit	Credit	
Indirect Expenses	20,000.00		20,000.00 Dr
Salaries	20,000.00		20,000.00 Dr
Grand Total	20,000.00		20,000.00 Dr

Display of the Cost Centres Report Ledger wise

GOT → Display → Statement of Accounts → Cost Centres → Ledger Break-up

Display of the Cost Centres Report Group wise

GOT → Display → Statement of Accounts → Cost Centres → Group Break-up

BUDGET

Budgets is an estimate of income and expenditure for a set of periods of time. Reflecting a reading of future financial conditions and goals.

Creation of Budget

GOT → Accounts information → Budgets → Create

Budget Creation				
Name : Expenses Budget				
Under : Primary				
Period of Budget		Set / Alter Budgets of		
From:	To:	Groups	Ledgers	Cost Centres
1-Apr-2017	31-Mar-2018	No	No	No

If you Provide Group Budget/ Ledger Budget/Cost Centre Budget – Put Yes
Provide Group Budget – Yes

M.S.N.Durgaprasad			
Group Budgets Under 'Expenses Budget'			
(From 1-Apr-2017 to 31-Mar-2018)			
Account Name	Cost Centre	Type of Budget	Amount
Indirect Expenses	Administration	On Closing Balance	2,00,000.00
Direct Expenses	Production	On Closing Balance	3,00,000.00
Indirect Incomes	Administration	On Closing Balance	3,00,000.00
Indirect Expenses	Finance & Accounts	On Closing Balance	2,00,000.00

Provide Ledger Budget – Yes

M.S.N.Durgaprasad			
Ledger Budgets Under 'Expenses Budget'			
(From 1-Apr-2017 to 31-Mar-2018)			
Account Name	Cost Centre	Type of Budget	Amount
Salaries	Administration	On Closing Balance	30,000.00
Salaries	Finance & Accounts	On Closing Balance	40,000.00
Rent Received	Administration	On Closing Balance	50,000.00

Provide Cost Centre Budget – Yes

M.S.N.Durgaprasad			
Cost Centre Budgets Under 'Expenses Budget'			
(From 1-Apr-2017 to 31-Mar-2018)			
Cost Centre	Expenses	Income	Closing Balance
Administration	2,00,000.00	3,00,000.00	
Finance & Accounts	3,00,000.00		
Production	3,00,000.00		

Vouchers Postings (Payments, Receipts, Purchase, Sales using Cost Centres)

Display of Budget Variance (Group/Ledger/Cost Center)

GOT → Display → Statement of Accounts → Cost Center → Cost Centre Breakup → Select Account

Breakup of Cost Centre		M.S.N.Durgaprasad		Ctrl + M	
Particulars	Cost Centre: Finance & Accounts M.S.N.Durgaprasad 1-Apr-2017 to 2-Apr-2017				
	Transactions		Closing Balance		
	Debit	Credit	Debit	Credit	
Indirect Expenses		30,000.00		30,000.00	Dr

Click on Budget Variance (Alt + B)
Select Budget Variance

Breakup of Cost Centre		M.S.N.Durgaprasad		Ctrl + M		
Particulars	Cost Centre: Finance & Accounts M.S.N.Durgaprasad 1-Apr-2017 to 2-Apr-2017 Expenses Budget			Cost Centre: Finance & Accounts M.S.N.Durgaprasad 1-Apr-2017 to 2-Apr-2017 Actuals		
	Transactions		Closing Balance	Transactions		Closing Balance
	Debit	Credit		Debit	Credit	
Indirect Expenses						1 more ... →
Salaries	40,000.00		40,000.00 Dr	30,000.00	75.00%	30,000.00 Dr 75.00%

Multi-Currency

Multi-Currency: Multi-currency pricing (MCP) is a financial service which allows businesses to price goods and services in a variety of foreign currencies, while continuing to receive settlement and reporting in their home currency.

Creation of Currencies

GOT→Accounts Information→Currencies→Create

Currency Creation	
Symbol	: \$
Formal name	: Us Dollar
Number of decimal places	: 2
Show amount in millions	? No
Suffix symbol to amount	? No
Add space between amount and symbol	? No
Word representing amount after decimal	:
No. of decimal places for amount in words	: 2

Creation of other currency symbols in Tally

Alt+063 £ (Pounds)
 Alt+065 ¥ (Yen)
 Alt+028 € (Europe)



Rupee
(India)



Dollar
(US)



Pound
(UK)



Euro
(Europe)



Yen
(Japan)



Rand
(South Africa)



Hryvnia
(Ukraine)



Liras
(Turkey)



Colon
(Costa Rica)



Franc
(Switzerland)



Won
(Korea)



Nairas
(Nigeria)



Kips
(Laos)



Tugriks
(Mangolia)



Pesos
(Cuba)



Baht
(Thailand)

Rate of Exchange: In the Rates of Exchange menu, you can specify the rate of foreign currency for a specific date. Foreign exchange variations occur every day with different selling and buying rates. Rates of Exchange feature helps you record rate of Currency for particular date and apply in your transactions.

Creation of Rate of Exchange

GOT → Accounts information → Currencies → Rate of Exchange

Date for rate of exchange : 1-Apr-2017

S.No.	Currency	Std Rate	Selling Rate		Buying Rate	
			Last Voucher Rate	Specified Rate	Last Voucher Rate	Specified Rate
1.	\$ (Us Dollar)	₹ 63.51/\$				
2.	£ (Pounds)	₹ 86.04/£				
3.	¥ (Yen)	₹ 9.77/¥				
4.	€ (Europe)	₹ 76.07/€				

1. Enter the **Standard Rate (optional)** which is used to calculate variances from the actual transaction rates
2. Enter the **Selling Rate** (your selling rate)
3. Enter the **Buying Rate** (your buying rate)

Selling Rate – Specified Rate

Selling rate is your selling rate (as opposed to bank's selling rate) used for receipt voucher entry where you receive foreign exchange.

Selling Rate – Actual rate

The actual rate at which the currency was last used is displayed and cannot be changed.

Buying Rate – Specified Rate

Buying Rate is your buying rate (as opposed to bank's buying rate) used in payment vouchers.

Buying Rate – Actual Rate

The actual rate at which the currency was last used is displayed and cannot be changed.

Transactions

1. Deposited in to Western union money transfer from HDFC \$600 (Rs.59/\$)
2. HDFC Cheque issued for the purpose of Rent \$300 (Rs.60/\$)
3. Rent Received \$250 (Rs.58/\$)
4. Commission Paid \$150 (Rs.57/\$)
5. Cash deposited in to Western union money transfer \$600 (Rs.60/\$)
6. Cash with drawn from Western union money transfer \$500 (Rs.59/\$)

How to Post Voucher using Exchange Rates

The screenshot shows the 'Accounting Voucher Creation' window in Tally ERP 9. The voucher type is 'Cash Receipt' No. 4, dated '1-Apr-2017 Saturday'. The 'Particulars' table is as follows:

Particulars	Debit	Credit
To Rent Received <i>Cur Bal: 10,000.00 Cr</i>		\$150

The 'Narration' field is currently empty. The right-hand side of the window shows a list of function keys (F1-F12) and their corresponding actions.

Forex Amount	Rate of Exchange	Value in ₹
\$150.00	@ ₹ 63.51/\$	₹ 9,526.50

The screenshot shows the 'Accounting Voucher Creation' window after the exchange rate has been applied. The 'Particulars' table is updated as follows:

Particulars	Debit	Credit
To Rent Received <i>Cur Bal: 19,526.50 Cr</i> \$150.00 @ ₹ 63.51/\$ Department Administration 9,526.50 Cr		9,526.50
By H D F C <i>Cur Bal: 39,526.50 Dr</i> \$150.00 @ ₹ 63.51/\$	9,526.50	
	9,526.50	9,526.50

The 'Narration' field now contains the text 'Rent Received'. The right-hand side of the window shows the same list of function keys as the previous screenshot.

CALCULATE (FOREX) EXCHANGE GAIN/LOSS

Exchange Gain/Loss: Increase or decrease in a cash flow caused by a change in the exchange rate of two currencies, such as when an invoice denominated in one currency is paid in another. See also translation exchange gain or loss

Creation of Ledger MSF Cop (USA)

Ledger Creation		M.S.N.Durgaprasad		Ctrl + M	
Name	: MSF Cop (USA)	Total Opening Balance			
(alias)	:				
Under	: Sundry Creditors (Current Liabilities)	Name	: MSF Cop (USA)		
Currency of ledger	: \$	Address	:		
Activate interest calculation	? No	Country	: United States of America		
		Provide bank details	: No		
		Tax Registration Details			
		PAN/IT No.	:		
		Set/alter GST details	? No		
Opening Balance (on 1-Apr-2017) :					
Q: Quit	A: Accept	D: Delete	Ctrl + N		

Tally MAIN --> Gateway of Tally --> Accounts Info. --> Ledgers --> Ledger Creation (c) Tally Solutions Pvt. Ltd., 1988-2017 Mon, 8 Jan, 2018 20:07:27

Creation of Exchange Gain/Loss

Ledger Creation		M.S.N.Durgaprasad		Ctrl + M	
Name	: Exchange Gain/Loss	Total Opening Balance			
(alias)	:				
Under	: Indirect Expenses	Name	:		
Currency of ledger	: ₹	Address	:		
Inventory values are affected	? No	Country	:		
Type of Ledger	? II Not Applicable	Provide bank details	: No		
Cost centres are applicable	? Yes	Tax Registration Details			
Activate interest calculation	? No	PAN/IT No.	:		
Statutory Information					
Is GST Applicable	? II Applicable				
Set/alter GST Details	? No				
Type of Supply	: Services				
Opening Balance (on 1-Apr-2017) :					
Q: Quit	A: Accept	D: Delete	Ctrl + N		

Tally MAIN --> Gateway of Tally --> Accounts Info. --> Ledgers --> Ledger Creation (c) Tally Solutions Pvt. Ltd., 1988-2017 Mon, 8 Jan, 2018 20:09:38

Creation of Voucher (exchange Gain/Loss)

GOT → Accounts information → Voucher Types → Create

Tally.ERP 9

P: Print | E: Export | M: E-Mail | O: Upload | S: TallyShop | G: Language | K: Keyboard | K: Control Centre | H: Support Centre | H: Help | F3: Company | F3: New Company

Voucher Type Creation M.S.N.Durga Prasad Ctrl + M

Name : **Exchange Gain/Loss**
(alias) :

General	Printing	Name of Class
Select type of voucher : Journal	Print voucher after saving ? No	Exchange Gain/Loss
Abbreviation : Jml		
Method of voucher numbering ? Automatic		
Use advanced configuration ? No		
Use effective dates for vouchers ? No		
Make this voucher type as 'Optional' by default ? No		
Allow narration in voucher ? Yes		
Provide narrations for each ledger in voucher ? No		

Q: Quit | A: Accept | D: Delete | Ctrl + N

Tally MAIN --> Gateway of Tally --> Accounts Info. --> Voucher Types --> Voucher Type Creation (c) Tally Solutions Pvt. Ltd., 1988-2017 | Mon, 8 Jan, 2018 | 20:11:50

Tally.ERP 9

P: Print | E: Export | M: E-Mail | O: Upload | S: TallyShop | G: Language | K: Keyboard | K: Control Centre | H: Support Centre | H: Help | F3: Company | F3: New Company

Voucher Type Class M.S.N.Durga Prasad Ctrl + M

Name : **Exchange Gain/Loss**
(alias) :

Class: **Exchange Gain/Loss**

Use Class for Forex Gain/Loss Adjustments ? **Yes**

Forex Gain/Loss Ledger Account to use :

Ledger Name

Exchange Gain/Loss

List of Ledger Accounts

- Not Applicable
- Capital
- Commission Received
- Exchange Gain/Loss**
- Furniture
- MSF Cop (USA)
- O/S Salaries
- Profit & Loss A/c
- Rent Received
- Salaries
- Wages

Q: Quit | Ctrl + N

Tally MAIN --> Gateway of Tally --> Accounts Info. --> Voucher Types --> Voucher Type Creation --> Voucher Type Class (c) Tally Solutions Pvt. Ltd., 1988-2017 | Mon, 8 Jan, 2018 | 20:13:23

Voucher Postings using exchange rate

Transaction: Purchase of Machinery from MSF Cop (USA) \$2500 on 01-04-2018

Accounting Voucher Creation
Journal No. 2
M.S.N.Durgaprasad
1-Apr-2017 Saturday

Particulars	Debit	Credit
By Machinery Cur Bal.	\$2500	

Narration:

Forex Amount	Rate of Exchange	Value in ₹
\$2,500.00	@ ₹ 63.51/\$	₹ 1,58,775.00

Accounting Voucher Creation
Journal No. 2
M.S.N.Durgaprasad
1-Apr-2017 Saturday

Particulars	Debit	Credit
By Machinery Cur Bal: 1,58,775.00 Dr \$2,500.00 @ ₹ 63.51/\$	1,58,775.00	
To MSF Cop (USA) Cur Bal: 1,58,775.00 Cr \$2,500.00 @ ₹ 63.51/\$		1,58,775.00

Narration:
Purchase of Machinery on Credit

Payment made to MSF Cop (USA) \$2500 on 02-04-2018 (Voucher Entry Posted – F5-Payment)

Accounting Voucher Creation
Cash Payment No. 3
 2-Apr-2017 Sunday

Particulars	Debit	Credit
By MSF Cop (USA) Cur Bal: 1,58,775.00 Cr	\$2500	

Narration:

Forex Amount	Rate of Exchange	Value in ₹
\$2,500.00	@ ₹ 62/\$	₹ 1,55,000.00

Accounting Voucher Creation
Cash Payment No. 3
 2-Apr-2017 Sunday

Particulars	Debit	Credit
By MSF Cop (USA) Cur Bal: 3,775.00 Cr \$2,500.00 @ ₹ 62/\$	1,55,000.00	
To Cash Cur Bal: 66,500.00 Dr \$2,500.00 @ ₹ 62/\$		1,55,000.00
	1,55,000.00	1,55,000.00

Narration:
 Payment made to MSF Cop (USA)

Display of Balance Sheet (Unadjusted Forex Gain/Loss)

M.S.N.Durgaprasad as at 2-Apr-2017		M.S.N.Durgaprasad as at 2-Apr-2017	
Liabilities		Assets	
Capital Account	3,00,000.00	Fixed Assets	1,58,775.00
Capital	3,00,000.00	Machinery	1,58,775.00
Loans (Liability)		Current Assets	1,06,026.50
Current Liabilities	5,000.00	Closing Stock	
Sundry Creditors		Cash-in-Hand	66,500.00
O/S Salaries	5,000.00	Bank Accounts	39,526.50
Unadjusted Forex Gain/Loss	3,775.00	Excess of expenditure over income	43,973.50
		Opening Balance	
		Current Period	43,973.50
Total	3,08,775.00	Total	3,08,775.00

Display of Ledger (MSF Cop (USA)) (Unadjusted Forex Gain/Loss)

GOT → Display → Accounts Books → Ledger → MSF Cop (USA)

Date	Particulars	Vch Type	Vch No.	Debit	Credit
1-4-2017	Machinery	Journal	2		1,58,775.00
2-4-2017	Cash	Cash Payment	3	1,55,000.00	
2-4-2017	Unadjusted Forex Gain/Loss			3,775.00	
				Opening Balance :	
				Current Total :	1,58,775.00 1,58,775.00
				Closing Balance :	

Voucher Posting of Exchange Gain/Loss Entry (F7 – Journal)

Voucher Type		Voucher Class List
Name :	Exchange Gain/Loss	
Class :	[REDACTED]	<input type="checkbox"/> Not Applicable <input checked="" type="checkbox"/> Exchange Gain/Loss

The screenshot shows the 'Accounting Voucher Creation' window in Tally ERP 9. The voucher is of type 'Exchange Gain/Loss' and is dated '2-Apr-2017 Sunday'. The account is 'Exchange Gain/Loss' with a current balance of 3,775.00 Cr. The entry is for 'MSF Cop (USA)' with a current balance of 3,775.00 Dr. The amount of 3,775.00 Cr is entered in the 'Amount' column. The narration is 'Exchange Gain'. The interface includes a menu bar at the top, a toolbar on the right with function keys (F1-F12), and a status bar at the bottom.

Particulars	Amount
MSF Cop (USA) Cur Bal: 3,775.00 Dr	3,775.00 Dr
	3,775.00 Cr

MSNDP

Inventory Features

F11 (Features) → F2 (Inventory Features)

Company: M.S.N.Durgaprasad			
<u>Inventory Features</u>			
<u>General</u>		<u>Invoicing</u>	
Integrate accounts and inventory	? Yes	Enable invoicing	? Yes
Enable zero-valued transactions	? No	Record purchases in invoice mode	? Yes
<u>Storage and Classification</u>		Use debit and credit notes	? Yes
Maintain multiple Godowns	? Yes	Record credit notes in invoice mode	? Yes
Maintain stock categories	? Yes	Record debit notes in invoice mode	? Yes
Maintain batch-wise details	? Yes	Use separate discount column in invoices	? Yes
Set expiry dates for batches	? Yes	<u>Purchase Management</u>	
Use separate actual and billed quantity columns	? No	Track additional costs of purchases	? No
<u>Order Processing</u>		<u>Sales Management</u>	
Enable purchase order processing	? Yes	Use multiple price levels	? No
Enable sales order processing	? Yes	<u>Other Features</u>	
Enable job order processing	? No	Use tracking numbers (enables delivery and receipt notes)	? Yes
<i>(Enables the options 'Maintain multiple godowns' and 'Use material in and out vouchers')</i>		Use rejection inward and outward notes	? Yes
		Use material in and out vouchers	? No
		Use cost tracking for stock item	? No

Under General

Integrated accounts and inventory: We are maintaining inventory with accounts put in “Yes”

Zero-Value Transactions: if any voucher enters zero (0) value then put in “Yes”

Under Storage and classification

Godowns: If you maintain storage locations for stock items put in “Yes”

Categories: If you maintain stock categories put in “Yes”

Batch-wise: You are maintained stock batch-wise allocation put in “Yes”

Under Order Processing

Purchase order: If you enter order processing vouchers put in “Yes”

Sales order: If you enter order processing vouchers put in “Yes”

Under Invoicing

Enable invoicing: If you enter sales, purchase vouchers invoice format then put in “Yes”

Debit/Credit Notes: If you enable Debit note/Credit note put in “Yes” as well invoice format also.

Separate Discount: If you enable discount column in vouchers put in “Yes”

Under Purchase Management

Additional cost of purchase: If you want enable additional cost of purchases put in “Yes”

Price Levels: Enable price levels put in “Yes”

Under Other Features

Tracking Numbers: Enable tracking's for stock items for delivery & receipt put in “Yes”

Rejections: enable for stock rejections put in “Yes”

Creation of Stock Groups

GOT → Inventory Information → Groups → Create

Stock Group Creation	
Name	: Bike
(alias)	:
Under	: <input checked="" type="checkbox"/> Primary
Should quantities of items be added	? No
Set/alter GST Details	? Yes

If you enter GST details with group wise “Set/alter GST Details – “Yes”

Goto F12 Configurations

Configuration	
Allow HSN/SAC details	? Yes
Set type of goods	? Yes
Enable reverse charge calculation	? Yes
Set ineligible input credit	? Yes
Select valuation type	? Yes
Show all GST tax types	? Yes

GST Details		M.S.N.D
<u>GST Details for Stock Group:</u>		
Bike		
HSN/SAC Details		
Description	: Bike	
HSN/SAC	: 87112029	
Is non-GST goods	? No	
Tax Details		
Taxability	: Taxable	
Is reverse charge applicable	? No	
Is ineligible for input credit	? No	
Tax Type	Valuation Type	Rate
Integrated Tax	Based on Value	28 %
Central Tax	Based on Value	14 %
State Tax	Based on Value	14 %
Cess	Based on Value	0 %

Creation of Stock Categories

GOT→Inventory Information→Stock Categories→Create

Stock Category Creation	
Name	: Achiver
(alias)	:
Under	: Primary

Eg: Duet, Glamour, etc...

Creation of Units

GOT→Inventory Information→Units of measure→Create

Unit Creation	
Type	: Simple
Symbol	: Pc's
Formal name	: Pice
Unit Quantity Code (UQC):	PCS-PIECES
Number of decimal places:	0

Creation of Godowns

GOT→Inventory Information→Godowns→Create

Godown Alteration	
Name	: Sri Lakshmi Motors Godown
(alias)	:
Address	:
Under	: Primary
Use for:	
Our stock with third party	? Yes
Third party stock with us	? No

Creation of Stock Items

GOT → Inventory Information → Stock Items → Create

Stock Item Creation		M.S.N.Durgaprasad	
Name	: Achiver		
(alias)	:		
Under	: Bike	<u>Statutory Information</u>	
Category	: Achiver		
Units	: Pc's	GST Applicable	: <input checked="" type="checkbox"/> Applicable
Maintain in batches	? Yes	Set/alter GST Details	? No
Track date of manufacturing	? Yes	Type of Supply	: Goods
Use expiry dates	? No	Rate of Duty (eg 5)	: 0
Opening Balance		Quantity	Rate per Value
		: 5 Pc's	

If you Enter Item wise HSN code for GST details put in “Set/alter GST Details – “Yes” it will open another screen of GST Rate Settings and HSN Code details.

If you enter Opening Balance for stock items it displays another screen of allocation of stock items

Allocations of : Achiver for: 5 Pc's						
Godown	Batch	Mfg Dt.	Quantity	Rate per		Amount
Main Location	027HGF05661	Apr-2016	1 Pc's	54,282.00	Pc's	54,282.00
Main Location	301HGA06743	Apr-2016	1 Pc's	54,282.00	Pc's	54,282.00
Main Location	049HGC00517	Apr-2016	1 Pc's	54,282.00	Pc's	54,282.00
Sri Lakshmi Motors Godown	048HGC00542	Apr-2016	1 Pc's	54,282.00	Pc's	54,282.00
Sri Lakshmi Motors Godown	307HGE00876	Apr-2016	1 Pc's	54,282.00	Pc's	54,282.00

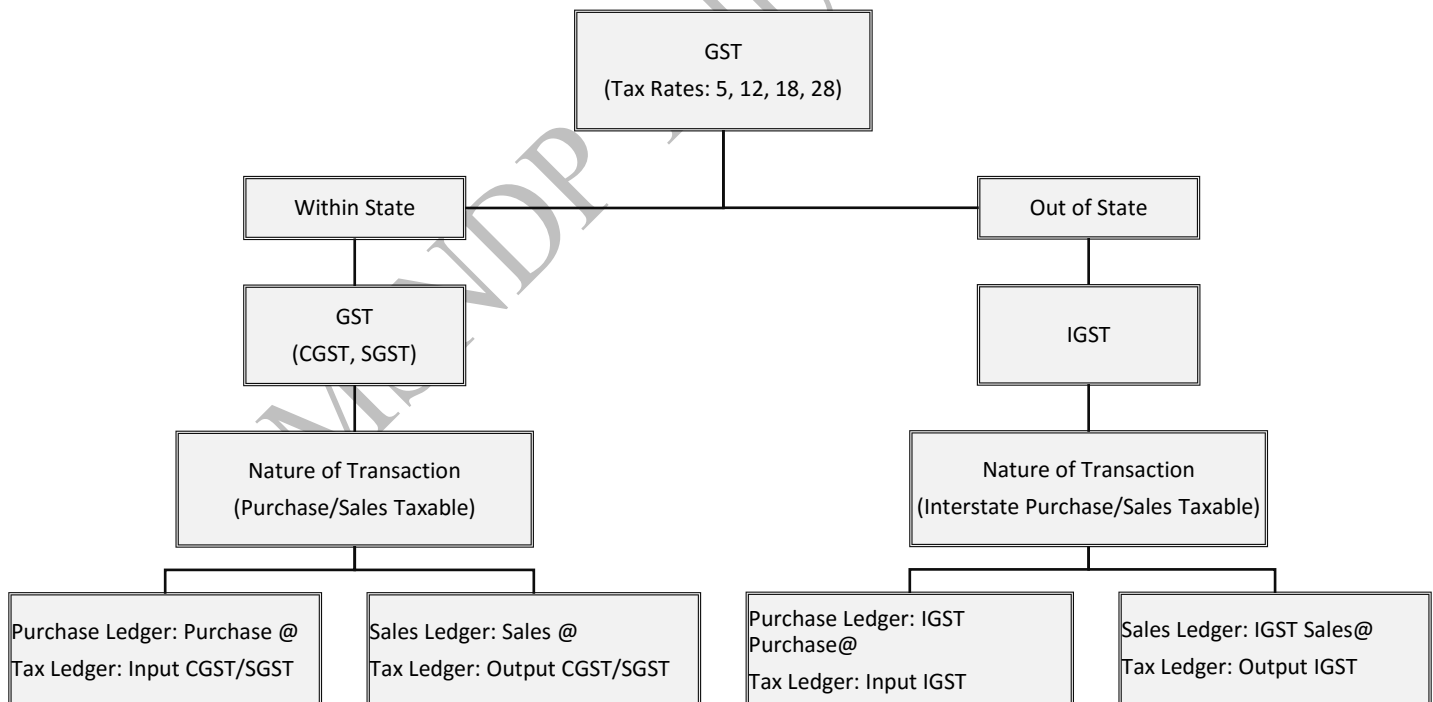
Stock Item Creation		M.S.N.Durgaprasad
Name	: Achiver	
(alias)	:	
Under	: Bike	Statutory Information GST Applicable : <input checked="" type="checkbox"/> Applicable Set/alter GST Details ? No Type of Supply : Goods Rate of Duty (eg 5) : 0
Category	: Achiver	
Units	: Pc's	
Maintain in batches	? Yes	
Track date of manufacturing?	Yes	
Use expiry dates	? No	
Opening Balance	Quantity : 5 Pc's	Rate per Pc's : 54,282.00
		Value : 2,71,410.00

Eg: Creation of Stock items with HSN wise

Stock Item	Stock Group	Stock Category	Location (Godown)	Opening Stock	Batch No's (Engine Number)
Achiver	Bike (87112029)	Achiver	Main Location	5 Pc's	300HGA06877 301HGA06743 049HGC00517 048HGC00542 307HGE00876
Duet	Scoter (87112019)	Duet	Sri Lakshmi Motors	3 Pc's	025H GK15698 023H GK21599 023H GK21604
Glamour	Bike	Glamour	Main Location (3Pc's) Sri Lakshmi Motors (2Pc's)	5 Pc's	027HGF05661 023HGF20710 01XH9F03012 02XHGF46432 020HGF48156
Maestro	Scoter	Maestro Edge	Main Location (2Pc's) Sri Lakshmi Motors (1Pc's)	3 Pc's	017H GJ07211 019H GJ11115 018H GJ10814
Baring Ball Radial	Spares 18% (84829900)	Spares	Main Location	590 Pc's	Not Available
Cylinder Head O-Ring Kit	Spares 28% (40169320)	Spares	Main Location	1000 Pc's	Not Available
Engine Oil – 250ML	Lubricants (27101990)	Lubricants	Main Location	500 Pc's	Not Available

Tax Rates	Products
5%	Edible oil, sugar, spices, tea, coffee (except instant) Coal (instead of current 11.69%) Mishti/Mithai (Indian Sweets) Life-saving drugs
12%	Computers, Processed food
18%	Hair oil, toothpaste and soaps (currently at 28%) Capital goods and industrial intermediaries (big boost to local industries)
28%	Small cars (+1% or 3% cess) Consumer durables such as AC and fridge Luxury & sin items like BMWs, cigarettes and aerated drinks (+15% cess) High-end motorcycles (+15% cess) Beedis are NOT included here

Creation of Ledgers Purchase/Sales & GST(Input/Output) Format



Inventory Vouchers Posting with Accounting Features (Bills & Interest)

Bill-wise details:

It means record the bill to bill transactions to customers & suppliers. That bill to bill transaction is Credit Sales & Credit Purchase after purchase & sales we enter the Payments, Receipts & Returns (Sales & Purchase) that using the bill to bill recording transactions. It shows the books of bills receivable & bills payable. That is outstanding bills of customers & suppliers.

Interest Calculation:

Interest is the charge for the privilege of borrowing money, typically expressed as annual percentage rate. Interest can also refer to the amount of ownership a stockholder has in a company, usually expressed as a percentage.

Tally has the option to use simple mode interest calculation and advance mode interest calculation. Generally, interest is calculated on the overdue bills or delayed payments and on loans. Interest is the income to the receiver and expense for the payer.

Posting & Activate bill – wise details and Interest:

Activation of bill – wise details with Create of Ledger (Debtors, Creditors)

Maintain balance bill-by-bill – Yes

Activate Interest Calculation – Yes

It will open another Screen of Interest parameters

Interest Parameters	
Calculate Interest Transaction-by-Transaction	? Yes
Override Parameters for each Transaction	? Yes
Override advanced parameters	? Yes
Include transaction date for interest calculation:	
For amounts added	? Yes
For amounts deducted	? Yes
Rate : 2 % per Calendar Year on Credit Balances Only	
Applicability : Past Due Date by 30 days Calculate From : Eff. Date of Transaction	
Rounding : <input checked="" type="checkbox"/> Not Applicable	

Details of bill – wise details in Vouchers posting (Purchase, Sales, Returns, Receipts & Payments)

Bill-wise Details for : Hero Company Upto: ₹ 12,61,646.08 Cr				
Type of Ref	Name	Due Date, or Credit Days (f. 1-Jul-2017)	Amount	Dr/ Cr
	Method of Adj.			
New Ref	Advance Agst Ref	30 Days	12,61,646.08	Cr
	New Ref	(Jul-2017)		
	On Account			

Posting of Purchase Invoice

Purchase of stock process in three (**Order, Receipt Note, Purchase invoice**). Purchase entry posing in Tally two types (**Accounting/Item Invoice and Accounting/Item Voucher**)

Voucher/Invoice:

Voucher

In this voucher format posting of journal entry format

Invoice

In this Invoice format showing bill format.

Accounting/Item Invoice

Item Invoice

In this format showing item details of the screen.

Accounting Invoice

In this format not showing the item details but posted only accounting.

Purchase Order (Alt+F4)

It means we purchase the stock from suppliers first we give the orders of stock to suppliers

Transaction:

1. Purchase order given to Hero Company Vehicles Order no PO-00256/16-17(GST No. **29AODPA1945B2ZG**)

Model	Qty (PC's)	Rate	Chasis Numbers
Glamour	5 (PC's)	66,624.00	187H4A03591, 183H4A03636 300HGA06877, 301HGA06743 086HHB70552
Maestro	5 (PC's)	50,822.99	018H9F14171, 019H9F14311 012H9F14117, 025HGG11803 027HGG11785

2. Purchase order to Shrika Service with GST Rate of interest 2%PA, Bill No 568 order no P-568/16-17(**37ACWFS9434N2ZV**)

Stock Item	Stock Group	Location (Godown)	Order Stock	Rate	Batch No's (Engine Number)
Baring Ball Radial	Spares 18%	Main Location	600 Pc's	70/-	Not Available
Cylinder Head O-Ring Kit	Spares 28%	Main Location	1000 Pc's	40/-	Not Available
Engine Oil – 250ML	Lubricants	Main Location	500 Pc's	250/-	Not Available

Posting Purchase Order Screen in Tally

Order Voucher Alteration (Secondary)
M.S.N.Durgaprasad

Purchase Order No. 1 **1-Jul-2017** **Order no. : PO-00256/16-17**
Saturday

Party A/c name : Hero Company Vehicles Order no. : PO-00256/16-17
Current balance : 27,51,660.74 Cr

Name of Item	Quantity	Rate	per Disc %	Amount
Glamour	5 Pc's	66,624.00	Pc's	3,33,120.00
Maestro	5 Pc's	50,822.99	Pc's	2,54,114.95
				5,87,234.95
IGST 28%			28 %	1,64,425.79
				7,51,660.74

Narration:
Purchase Order given to Hero Company

10 Pc's 7,51,660.74

Q: Quit A: Accept D: Delete X: Cancel Ctrl + N

Tally MAIN --> Gateway of Tally --> Display Menu --> Day Book --> Order Voucher Alteration (Secondary) (c) Tally Solutions Pvt. Ltd., 1988-2017 Thu, 18 Jan, 2018 20:50:50

Receipt Note (Alt+F9)

It means stock received from suppliers. We transfer the stock to godowns. The godown in charge is raise the receipt note.

Transaction:

1. Stock received from Hero Company Vehicles Order no PO-00256/16-17(GST No. **29AODPA1945B2ZG**)

Model	Qty (PC's)	Rate	Chasis Numbers
Glamour	5 (PC's)	66,624.00	187H4A03591, 183H4A03636 300HGA06877, 301HGA06743 086HHB70552
Maestro	5 (PC's)	50,822.99	018H9F14171, 019H9F14311 012H9F14117, 025HGG11803 027HGG11785

2. Order Stock Received from Shrika Service with GST Rate of interest 2%PA, Bill No 568 order no P-568/16-17(**37ACWFS9434N2ZV**)

Stock Item	Stock Group	Location (Godown)	Order Stock	Rate	Batch No's (Engine Number)
Baring Ball Radial	Spares 18%	Main Location	500 Pc's	70/-	Not Available
Cylinder Head O-Ring Kit	Spares 28%	Main Location	850 Pc's	40/-	Not Available
Engine Oil – 250ML	Lubricants	Main Location	500 Pc's	250/-	Not Available

Posting Receipt Note Screen in Tally

Inventory Voucher Alteration (Secondary)
Receipt Note No. 1
 Reference no.: PO-00256/16-17
 Party A/c name : Hero Company Vehicles
 Current balance : 27,51,660.74 Cr
 1-Jul-2017 Saturday
 M.S.N.Durga Prasad
 Ctrl + M
 F1: Accounting Vouchers
 F2: Inventory Vouchers
 F3: Order Vouchers
 F4: Purchase Order
 F5: Sales Order
 F6: Job Work Out Order
 F7: Job Work In Order
 F8: Stock Query
 F9: Tax Analysis
 F10: Excise
 F11: Post-Dated
 F12: Optional
 F13: Features
 F14: Configure
 Narration:
 Stock Received from Hero Company
 10 Pc's 7,51,660.74
 Q: Quit A: Accept D: Delete X: Cancel
 Tally MAIN --> Gateway of Tally --> Display Menu --> Day Book --> Inventory Voucher Alteration (Secondary) (c) Tally Solutions Pvt. Ltd., 1988-2017 Thu, 18 Jan, 2018 20:51:23

Name of Item	Quantity	Rate	per Disc%	Amount
Glamour	5 Pc's	66,624.00	Pc's	3,33,120.00
Maestro	5 Pc's	50,822.99	Pc's	2,54,114.95
IGST 28%			28 %	5,87,234.95
				1,64,425.79
	10 Pc's			7,51,660.74

Purchase (F9)

We purchase from suppliers. After receipt note we raise the purchase invoice that invoice is cash purchase and credit purchase. In this purchase voucher following transactions

- Purchase of Stock on Cash/Credit with GST
- Purchase of any other items (Expenses, Assets) with GST

Ctrl+V → To convert Voucher format and Invoice format

Alt+I → To convert Accounting Invoice and Item Invoice format

Transaction:

1. Stock Received from Hero Company(PI-459/16-17)

Stock Item	Stock Group	Location (Godown)	Order Stock	Rate	Batch No's (Engine Number)
Achiver	Bike (87112029)	Main Location	3 Pc's	68590/-	300HGA66877, 301HGA66743 307HGE65876
Duet	Scoter (87112019)	Main Location	4 Pc's	52285/-	025HGK58698, 023HGK48599 023HGK45699, 023HGK46999
Glamour	Bike	Main Location	5 Pc's	70650/-	027HGF50661, 023HGF02710 01XH9F30012, 02XHGF65432 020HGF85156
Maestro	Scoter	Main Location	5 Pc's	53685/-	017HGF85211, 019HGF55115 018HGF56814, 019HGF55168 019HGF58965

2. Stock Received from Shrika Service with GST (PI-568/16-17)

Stock Item	Stock Group	Location (Godown)	Order Stock	Rate	Batch No's (Engine Number)
Baring Ball Radial	Spares 18%	Main Location	400 Pc's	230/-	Not Available
Cylinder Head O-Ring Kit	Spares 28%	Main Location	8000 Pc's	135/-	Not Available
Engine Oil – 250ML	Lubricants	Main Location	450 Pc's	250/-	Not Available

Activate bill – wise details for manually in Voucher Postings

Goto F12 Configuration

Use default for bill allocations – No

Purchase entry screen of Item invoice

The screenshot shows the 'Accounting Voucher Alteration (Secondary)' screen in Tally ERP 9. The voucher type is 'Purchase' No. 1, dated 1-Jul-2017. The supplier invoice no. is PO-00256/16-17. The party A/c name is 'Hero Company Vechicles' with a current balance of 27,51,660.74 Cr. The voucher details table is as follows:

Name of Item	Quantity	Rate	per	Disc %	Amount
Glamour	5 Pc's	66,624.00	Pc's		3,33,120.00
Maestro	5 Pc's	50,822.99	Pc's		2,54,114.95
					5,87,234.95
IGST 28%			28 %		1,64,425.79
					7,51,660.74

The narration is: 'Purchase of Vehicles from Hero Ord.No PO-00256/16-17'. The screen also shows a summary row for '10 Pc's' with an amount of 7,51,660.74. The bottom status bar indicates the user is M.S.N. Durga Prasad, and the system is running on Tally Solutions Pvt. Ltd., 1988-2017, on Thursday, 18 Jan, 2018, at 20:51:59.

Bill – wise details for under Voucher Posting

Bill-wise Details for : Hero Company			
Upto: ₹ 12,61,646.08 Cr			
Type of Ref	Name	Due Date, or Credit Days (wef: 1-Jul-2017)	Amount Dr/ Cr
New Ref	PI-459/16-17	30 Days (31-Jul-2017)	12,61,646.08 Cr

Interest Parameters for bills with voucher posting

<u>Interest Parameters</u>	
Rate :	2 % per Calendar Year on Credit Balances Only
Applicability :	Always
From: Eff. Date of Transaction	Date: 1-Jul-2017 To:
Rounding :	Not Applicable

Purchase entry screen of Accounting invoice (Expenses for GST)

Eg. Purchase of Stationery 1600 with GST 6% from Stationery mart (37ABZFS7433B1ZP)

The screenshot shows the 'Accounting Voucher Creation' window in Tally ERP 9. The voucher type is 'Purchase' (No. 2) dated '1-Jul-2017 Saturday'. The party is 'Stationery Mart'. The table below shows the items and their tax details:

Particulars	Rate per	Amount
Stationery		1,000.00
Input SGST 6%	6 %	60.00
Input CGST 6%	6 %	60.00
		1,120.00

The narration is 'Purchase of Stationery from Stationery Mart'. The total amount is 1,120.00. The interface includes various menu options like Print, Export, E-Mail, Upload, TallyShop, Language, Keyboard, Control Centre, Support Centre, and Help. A right-hand sidebar contains function keys (F1-F12) for different voucher types and features.

Multiple Tax Applied on Single Invoice (Purchase/Sales)

Activate the Feature on Configuration Settings (F12)

Use common ledger account for item allocations – “No”

<u>Sales Order Configuration</u>	
Enable supplementary details (Address details, despatch details, etc.)	? Yes
Allow separate buyer and consignee names	? No
Use common ledger account for item allocation	? No
Provide additional descriptions for stock item name	? No

Posting Screen of Multiple Tax in Single Invoice on Purchase

Accounting Voucher Alteration (Secondary) M.S.N.Durgaprasad **Ctrl + M**

Purchase No. 3
Supplier invoice no.: P-568/16-17 Date : 1-Jul-2017 **1-Jul-2017** Saturday

Party A/c name : Shrika Service
Current balance : 86,450.00 Cr

Name of Item	Quantity	Rate	per	Disc %	Amount
Baring Ball Radial	500 Pc's	70.00	Pc's		35,000.00
Cylinder Head O-Ring Kit	850 Pc's	40.00	Pc's		34,000.00
Engine Oil - 250ML	500 Pc's	250.00	Pc's		1,25,000.00
					1,94,000.00
Input CGST 14%			14 %		4,760.00
Input CSGT 9%			9 %		14,400.00
Input SGST 14%			14 %		4,760.00
Input SGST 9%			9 %		14,400.00
					37,320.00
					2,32,320.00

Narration:
Purchase of Shrika Service

1,850 Pc's

Q: Quit A: Accept D: Delete X: Cancel

Tally MAIN --> Gateway of Tally --> Display Menu --> Day Book --> Accounting Voucher Alteration (Secondary) (c) Tally Solutions Pvt. Ltd., 1988-2017 Mon, 29 Jan, 2018 18:23:55

Posting of Sales Invoice

Sale of stock process in three (**Order, Delivery Note, Sale invoice**). Sale entry posing in Tally two types (**Accounting/Item Invoice and Accounting/Item Voucher**)

Voucher/Invoice:

Voucher

In this voucher format posting of journal entry format

Invoice

In this Invoice format showing bill format.

Accounting/Item Invoice

Item Invoice

In this format showing item details of the screen.

Accounting Invoice

In this format not showing the item details but posted only accounting.

Sale Order (Alt+F5)

It means Sale the stock to customers first we receive the orders of stock from customers.

Transactions

1. Sale Order received from Anvita Motors Order No – SO0002/16-17
(37AYZPS6047C1ZR)

Stock Item	Order Stock	Rate	Dis.Rate	Batch No's (Engine Number)
Baring Ball Radial	800 Pc's	100/-		
Cylinder Head O-Ring Kit	1500 Pc's	80/-	2 %	
Engine Oil – 250ML	550 Pc's	300/-		
Achiver	3 Pc's	50,265.62/-	1 %	048HGC00542, 049HGC00517, 300HGA06877
Glamour	5 Pc's	45,685.16/-	1 %	027HGF05661, 01XH9F03012, 086HHB70552, 02XHGF46432 183H4A03636
Maestro	5 Pc's	42,108.59/-	1 %	018HGG10814, 025HGG11803 027HGG11785, 017HGG07211 012H9F14117

2. Sale Order received from Sangavi Automobiles Order No – SO0001/16-17
(37AAFFJ9355G1Z1)

Stock Item	Order Stock	Rate
Baring Ball Radial	350 Pc's	100/-
Cylinder Head O-Ring Kit	500 Pc's	80/-
Engine Oil – 250ML	300 Pc's	350/-

Posting Sales Order Screen in Tally

The screenshot displays the 'Sales Order' screen in Tally ERP 9. The order is for Anvita Motors, dated 1-Jul-2017, with order number SO0002/16-17. The current balance is 4,64,536.00 Dr. The order contains the following items:

Name of Item	Quantity	Rate	per	Disc %	Amount
Baring Ball Radial	800 Pc's	100.00	Pc's		80,000.00
Cylinder Head O-Ring Kit	1,500 Pc's	80.00	Pc's	2 %	1,17,600.00
Engine Oil – 250ML	550 Pc's	300.00	Pc's		1,65,000.00
Achiver	3 Pc's	50,265.62	Pc's	1 %	1,49,288.88
Glamour	5 Pc's	45,685.16	Pc's	1 %	2,26,141.55
Maestro	5 Pc's	42,108.59	Pc's	1 %	2,08,437.50
					9,46,467.93
Output CGST 14%			14 %		98,205.51
Output SGST 14%			14 %		98,205.51
Output CGST 9%			9 %		22,050.00
Output SGST 9%			9 %		22,050.00
Round Off					0.05
					11,86,979.00

The total quantity is 2,863 Pc's. The screen also shows a narration: 'Sale Order received from Anvita Motors'. The bottom status bar indicates the user is M.S.N. Durga Prasad, and the system is Tally Solutions Pvt. Ltd., 1988-2017, on Sat, 27 Jan, 2018, at 11:38:06.

DELIVERY NOTE (Alt+F8)

It means stock delivery to customers from the stock godowns. The godown in charge the raise the delivery note.

Transactions

1. Stock Delivery to Anvita Motors Delivery No – DN0001/16-17

Stock Item	Order Stock	Rate	Dis.Rate	Batch No's (Engine Number)
Baring Ball Radial	500 Pc's	100/-		
Cylinder Head O-Ring Kit	800 Pc's	80/-	2 %	
Engine Oil – 250ML	400 Pc's	300/-		
Achiver	2 Pc's	50,265.62/-	1 %	048HGC00542, 300HGA06877
Glamour	5 Pc's	45,685.16/-	1 %	027HGF05661, 01XH9F03012, 086HHB70552, 02XHGF46432 183H4A03636
Maestro	5 Pc's	42,108.59/-	1 %	018HGJ10814, 025HGG11803 027HGG11785, 017HGJ07211 012H9F14117

2. Stock Delivery to Sangavi Automobiles Delivery No – DN0002/16-17

Stock Item	Order Stock	Rate
Baring Ball Radial	350 Pc's	100/-
Cylinder Head O-Ring Kit	500 Pc's	80/-
Engine Oil – 250ML	300 Pc's	350/-

Posting Delivery Note Screen in Tally

Tally ERP 9
 P: Print E: Export M: E-Mail O: Upload S: TallyShop G: Language K: Keyboard K: Control Centre H: Support Centre H: Help
 Inventory Voucher Alteration (Secondary) M.S.N.Durgaprasad Ctrl + M
 Delivery Note No. 1 1-Jul-2017
 Reference no.: SO0002/16-17 Saturday
 Party A/c name : Anvita Motors
 Current balance : 4,64,536.00 Dr
 Name of Item Quantity Rate per Disc % Amount
 Baring Ball Radial 500 Pc's 100.00 Pc's 50,000.00
 Cylinder Head O-Ring Kit 800 Pc's 80.00 Pc's 2 % 62,720.00
 Engine Oil – 250ML 400 Pc's 300.00 Pc's 1,20,000.00
 Achiver 2 Pc's 50,265.62 Pc's 1 % 99,525.92
 Glamour 5 Pc's 45,685.16 Pc's 1 % 2,26,141.55
 Maestro 5 Pc's 42,108.59 Pc's 1 % 2,08,437.50
 7,66,824.97
 Output CGST 14% 14 % 83,555.50
 Output SGST 14% 14 % 83,555.50
 Output CGST 9% 9 % 15,300.00
 Output SGST 9% 9 % 15,300.00
 Round Off 0.03
 Narration: 1,712 Pc's 9,64,536.00
 Received from Anvita Motors
 Q: Quit A: Accept D: Delete X: Cancel Ctrl + N
 Tally MAIN --> Gateway of Tally --> Display Menu --> Day Book --> Inventory Voucher Alteration (Secondary) (c) Tally Solutions Pvt. Ltd., 1988-2017 Sat, 27 Jan, 2018 11:39:34

SALES (F8)

After delivery note we raise the Sales invoice that invoice is cash Sales and credit Sales.

Transactions

1. Sale of Vehicle (Maestro) to Prasanthi 64300/- including GST 28% Chasis Number (018HGJ56814)
2. Stock sold to Anvita Motors Delivery No – DN0001/16-17

Stock Item	Order Stock	Rate	Dis.Rate	Batch No's (Engine Number)
Baring Ball Radial	500 Pc's	100/-		
Cylinder Head O-Ring Kit	800 Pc's	80/-	2 %	
Engine Oil – 250ML	400 Pc's	300/-		
Achiver	2 Pc's	50,265.62/-	1 %	048HGC00542, 049HGC00517, 300HGA06877
Glamour	5 Pc's	45,685.16/-	1 %	027HGF05661, 01XH9F03012, 086HHB70552, 02XHGF46432 183H4A03636
Maestro	5 Pc's	42,108.59/-	1 %	018HGJ10814, 025HGG11803 027HGG11785, 017HGJ07211 012H9F14117

3. Sale made to Sangavi Automobiles Delivery No – DN0002/16-17

Stock Item	Order Stock	Rate
Baring Ball Radial	350 Pc's	100/-
Cylinder Head O-Ring Kit	500 Pc's	80/-
Engine Oil – 250ML	300 Pc's	350/-

Posting of Sales Screen in Tally

The screenshot displays the 'Accounting Voucher Alteration (Secondary)' screen in Tally ERP 9. The voucher is for 'Sales' No. 4, dated 1-Jul-2017 (Saturday). The party is 'Anvita Motors' with a current balance of 4,64,536.00 Dr. The items listed are:

Name of Item	Quantity	Rate (Incl. of Tax)	Rate per	Disc %	Amount
Baring Ball Radial	500 Pc's	118.00	100.00	Pc's	50,000.00
Cylinder Head O-Ring Kit	800 Pc's	102.40	80.00	Pc's 2 %	62,720.00
Engine Oil – 250ML	400 Pc's	354.00	300.00	Pc's	1,20,000.00
Achiver	2 Pc's	64,339.99	50,265.62	Pc's 1 %	99,525.92
Glamour	5 Pc's	58,477.00	45,685.16	Pc's 1 %	2,26,141.55
Maestro	5 Pc's	53,899.00	42,108.59	Pc's 1 %	2,08,437.50
					7,66,824.97
Output CGST 14%			14 %		83,555.50
Output SGST 14%			14 %		83,555.50
Output CGST 9%			9 %		15,300.00
Output SGST 9%			9 %		15,300.00
Round Off					0.03
Total	1,712 Pc's				9,64,536.00

The screen also shows a right-hand menu with options: F1: Accounting Vouchers, F1: Inventory Vouchers, F2: Order Vouchers, F2: Date, F3: Company, F4: Contra, F5: Payment, F6: Receipt, F7: Journal, F8: Sales, F8: Credit Note, F9: Purchase, F9: Debit Note, F10: Reversing Journal, F10: Memos, F10: Stock Query, A: Tax Analysis, B: Accounting Invoice, V: As Voucher, J: Post-Dated, L: Optional, F11: Features, F12: Configure.

Multiple Tax Applied on Single Invoice (Purchase/Sales)

Activate the Feature on Configuration Settings (F12)

Use common ledger account for item allocations – “No”

Sales Order Configuration	
Enable supplementary details (Address details, despatch details, etc.)	? Yes
Allow separate buyer and consignee names	? No
Use common ledger account for item allocation	? No
Provide additional descriptions for stock item name	? No

Posting of Sale invoice on Multiple Tax on Single Invoice

The screenshot shows the 'Accounting Voucher Alteration (Secondary)' window in Tally ERP 9. The voucher is a Sales Voucher (No. 5) dated 1-Jul-2017 (Saturday). The party is Sangavi Automobiles with a current balance of 98,700.00 Dr. The invoice lists the following items:

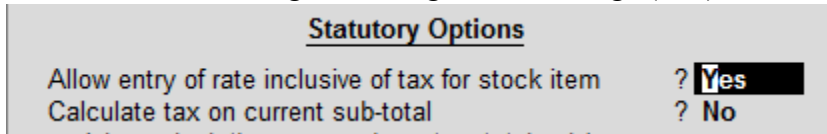
Name of Item	Quantity	Rate	per	Disc %	Amount
Baring Ball Radial	350	100.00	Pc's		35,000.00
Cylinder Head O-Ring Kit	500	80.00	Pc's		40,000.00
Engine Oil – 250ML	300	300.00	Pc's		90,000.00
					1,65,000.00
Output SGST 9%			9 %		11,250.00
Output SGST 14%			14 %		5,600.00
Output CGST 14%			14 %		5,600.00
Output CGST 9%			9 %		11,250.00
					1,98,700.00

The total amount is 1,98,700.00. The narration is 'Sold to Sangavi Motors'. The window also shows a list of features on the right side, with F12: Configure selected.

How to enter Item rate is include of GST like MRP rate

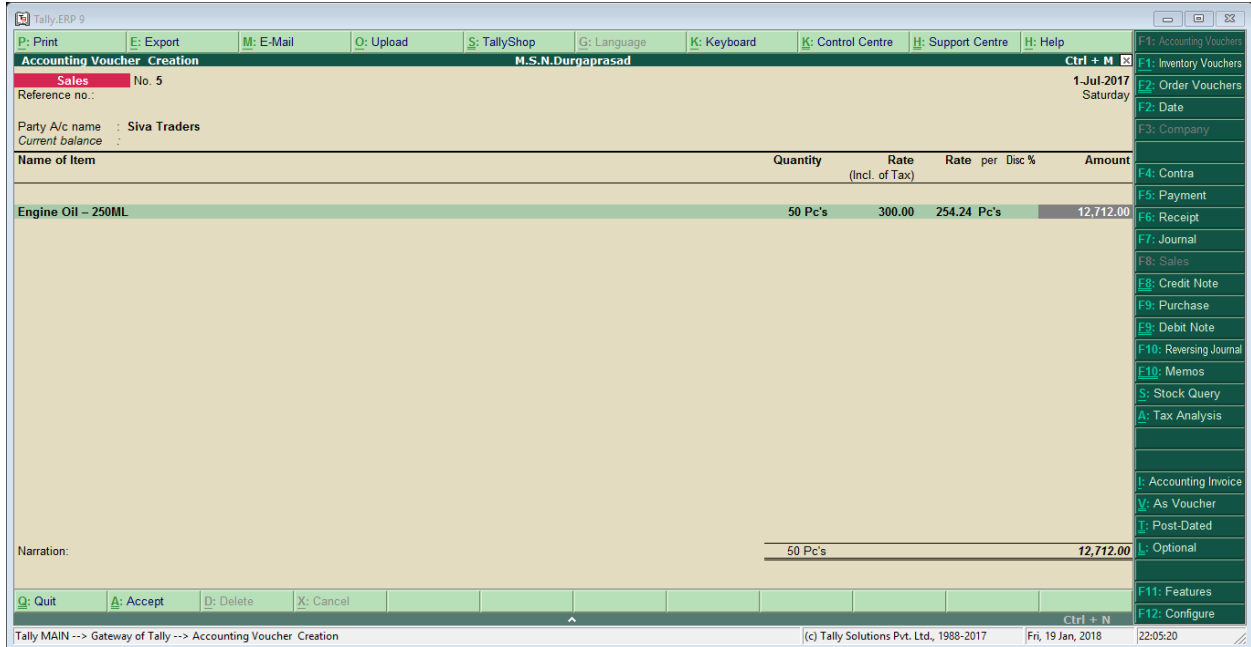
Activate of inclusive of tax for stock item

Under Sales Voucher go to configuration settings (F12)



Transaction

50 Pc's Sale of stock item (Engine Oil – 250ML) to Siva Traders include of GST rate 300 (37DKCPD2411M1ZD)



Posting of Sale Returns (Credit Note) Rejection In (Ctrl+F6)

Return stock from customers. This rejection in Entry passed by godown in charge after rejection we enter the Credit note.

Transactions

2 Pc's Glamour Vehicle Return from Anvita Motors Order No. SO0002/16-17 (01XH9F03012, 027HGF50661)

Inventory Voucher Creation
No. 1
1-Jul-2017 Saturday

Ledger Account: Anvita Motors
Customer's Name and Address: Anvita Motors

Name of Item	Quantity	Rate	per	Disc %	Amount
Glamour	2 Pc's	45,685.16	Pc's		91,370.32
Tracking No. : RI/CN-0023 Order No.: 1 Not Applicable					
Main Location 01XH9F03012 Mfg Dt.: Apr-2016	1 Pc's	45,685.16	Pc's		45,685.16
Tracking No. : RI/CN-0023 Order No.: 1 Not Applicable					
Main Location 027HGF05661 Mfg Dt.: Apr-2016	1 Pc's	45,685.16	Pc's		45,685.16
Narration: Return Stock from Anvita Motors					2 Pc's 91,370.32

Credit Note (Ctrl+F8)

It Record in returns transaction from Customer and Customer Adjustments.

Transactions

2 Pc's Glamour Vehicle Return from Anvita Motors Order No. SO0002/16-17 (01XH9F03012, 027HGF50661)

Accounting Voucher Creation
No. 1
1-Jul-2017 Saturday

Party A/c name: Anvita Motors
Current balance: 4,64,536.00 Dr

Name of Item	Quantity	Rate	per	Disc %	Amount
Glamour	2 Pc's	45,685.16	Pc's		91,370.32
Output SGST 14%			14 %		12,791.84
Output CGST 14%			14 %		12,791.84
Narration: Sales Return from anvita motors					2 Pc's 1,16,954.00

Posting of Purchase Returns (Debit Note) Rejection Out (Alt+F6)

Return stock to Suppliers. This rejection in Entry passed by godown in charge after rejection we enter the Debit note.

Transactions

1 Pc's of Achiver Reject to Hero Company(049HGC00517) order no P-459/16-17

Inventory Voucher Creation
Rejections Out No. 1
 Date: 1-Jul-2017 Saturday
 Supplier: Hero Company Vehicles
 Item: Achiver (1 Pc's @ 48,418.75) = 48,418.75
 Narration: Return to Hero Company

Debit Note (Ctrl+F9)

It Record in returns transaction to Supplier and Supplier Adjustments.

Transactions

1 Pc's of Achiver return to Hero Company(049HGC00517) order no P-459/16-17

Accounting Voucher Creation
Debit Note No. 1
 Date: 1-Jul-2017 Saturday
 Party A/c name: Hero Company Vehicles
 Current balance: 8,06,829.89 Cr
 Item: Achiver (1 Pc's @ 48,418.75) = 48,418.75
 Input IGST 28% = 13,557.25
 Total: 61,976.00
 Narration: Stock Return to Hero Company

Stock Journal (Alt+F7)

It means stock transfer to one location to another location. (Raw Material to Finished Goods & Branch to Branch)

Modify the Stock Journal Voucher using Godown Transfer Class

The screenshot shows the 'Voucher Type Alteration' window for 'Stock Journal'. The 'Name of Class' is set to 'Godown Transfer'. The 'Printing' option 'Print voucher after saving' is set to 'No'. The 'General' section includes options for 'Method of voucher numbering' (Automatic), 'Use advanced configuration' (No), 'Use effective dates for vouchers' (No), 'Make this voucher type as 'Optional' by default' (No), 'Allow narration in voucher' (Yes), and 'Use as a Manufacturing Journal' (No).

Class: Godown Transfer
 Use Class for Inter- Godown Transfers Yes

Transaction

Stock Transfer from Main location to Sri Lakshmi Motors

Model	Engine Number
Glamour	187H4A03591, 183H4A03636, 300HGA06877
Maestro	025HGG11803, 027HGG11785
Achiver	300HGA06877, 301HGA06743

Posting of Journal Voucher

The screenshot shows the 'Inventory Voucher Alteration (Secondary)' window for 'Stock Journal'. The voucher class is 'Godown Transfer'. The destination Godown is 'Sri Lakshmi Motors Godown'. The table below shows the items being transferred:

Name of Item	Godown	Quantity	Rate	Amount
Glamour	Main Location	3 Pc's	43,892.18/Pc's	1,31,676.54
Maestro	Main Location	2 Pc's	38,908.59/Pc's	77,817.18
Achiver	Main Location	2 Pc's	48,418.75/Pc's	96,837.50
		7 Pc's		3,06,331.22

Narration: Stock Transfer to Sri Lakshmi Motors

How to Enter Zero Value of Stock Item in Sale Invoice (Eg: Buy 2 Get 1 Free another Item)

Go to F11(Features)→Inventory Features (F2)

Under General

Enable Zero-Valued transactions – Yes

General	
Integrate accounts and inventory	? Yes
Enable zero-valued transactions	? Yes

Posting of Sale Entry with Zero-Value issue of Stock Items

5Pc's Engine Oil – 250ML Sold 300/- to Kiran for Cash and 1Pc's of Cylinder Head O-Ring Kit Free issued

The screenshot shows the 'Accounting Voucher Creation' window in Tally ERP 9. The voucher is a Sales Voucher (No. 10) dated 1-Jul-2017. The party is 'Cash' with a current balance of 34,820.00 Dr. The items listed are:

Name of Item	Quantity	Rate (Incl. of Tax)	Rate per Disc %	Amount
Engine Oil – 250ML	5 Pc's	300.00	Pc's	1,500.00
Cylinder Head O-Ring Kit	1 Pc's			1,500.00
Output CGST 9%			9 %	135.00
Output SGST 9%			9 %	135.00
Total	6 Pc's			1,770.00

The narration is 'Sale Of Spares'. The window also shows a menu on the right with options like F1: Accounting Vouchers, F2: Order Vouchers, etc.

How to Enter Free Issue of Stock Item in Sale Invoice (Eg: Buy 2 Get 1 Free)

Go to F11(Features)→Inventory Features (F2)

Under Storage and Classification

Use Separate actual and billed quantity columns – Yes

Storage and Classification	
Maintain multiple Godowns	? Yes
Maintain stock categories	? Yes
Maintain batch-wise details	? Yes
Set expiry dates for batches	? Yes
Use separate actual and billed quantity columns	? Yes

Posting of Sale Entry with Free issue of Stock Items

5Pc's Engine Oil – 250ML Sold 300/- to Kiran for Cash and 1Pc's of Item Engine Oil – 250ML Free issued

Name of Item	Quantity		Rate (Incl. of Tax)	Rate per Pc's	Disc %	Amount
	Actual	Billed				
Engine Oil – 250ML	6 Pc's	5 Pc's	300.00			1,500.00
Output SGST 9%				9 %		135.00
Output CGST 9%				9 %		135.00
Total						1,770.00

Narration:
Sale Of Stock Items with Free Issued

How shown the Print in Quantity column in Actual & Billed in Sale Invoice

Click on Print (Alt+P) go to Configure Settings (F12)

Under Item Details

Print actual quantity column – Yes

Another Format of Free Issue of Stock Items

Name of Item	Quantity		Rate (Incl. of Tax)	Rate per Pc's	Disc %	Amount
	Actual	Billed				
Engine Oil – 250ML	5 Pc's		300.00			1,500.00
Engine Oil – 250ML		1 Pc's				1,500.00
Output CGST 9%				9 %		135.00
Output SGST 9%				9 %		135.00
Total						1,770.00

Narration:
Cash Sale for Spares

How to Enter the Manufacturing Journals

Transactions

- Purchase of Raw Materials from Sobith Infotech

Items (Raw Material)	Quantity	Rate
Mother Board	5 Pc's	3000
Hard Disk	4 Pc's	1000
Cabin	5 Pc's	5000
SMPS	3 Pc's	2500
Ram	10 Pc's	1000

- Transfer of Material from Raw Material to Finished Goods (Using of Raw Materials)
Additional Cost of manufacturing Transport charges of 150, Labour charge 2%

Items (Raw Material)	Quantity
Mother Board	3 Pc's
Hard Disk	3 Pc's
Cabin	3 Pc's
SMPS	3 Pc's
Ram	3 Pc's
CPU (Finished Goods)	3 Pc's

Creation of Manufacturing Journal Voucher

The screenshot shows the 'Voucher Type Alteration' window in Tally ERP 9. The window title is 'Tally: ERP 9' and the user is 'M.S.N.Durgaprasad'. The 'Name' field is set to 'Manufacturing Journal'. The 'General' tab is active, showing the following settings:

- Select type of voucher: Stock Journal
- Abbreviation: Stk Jml
- Method of voucher numbering: Automatic
- Use advanced configuration: No
- Use effective dates for vouchers: No
- Make this voucher type as 'Optional' by default: No
- Allow narration in voucher: Yes
- Use as a Manufacturing Journal: Yes

The 'Printing' tab is also visible, with the option 'Print voucher after saving' set to 'No'. The 'Name of Class' field is empty. The window includes a menu bar with options like Print, Export, E-Mail, Upload, TallyShop, Language, Keyboard, Control Centre, Support Centre, and Help. A right-hand pane shows a list of voucher types: Company, New Company, Edit Sort, Groups, Ledgers, Cost Category, Cost Centre, Budgets, Currency, Voucher Types, Features, and Configure. The status bar at the bottom shows the current path: Tally MAIN --> Gateway of Tally --> Accounts Info. --> Voucher Types --> Voucher Type Alteration, and the date/time: Tue, 30 Jan, 2018 19:41:29.

Activation of Additional cost of Purchase (F11 Features)

Purchase Management

Track additional costs of purchases

? **Yes**

Posting of Manufacturing Journal Voucher

Components (Consumption)				Co-Product/By-Product/Scrap						
Name of Item	Godown	Quantity	Rate	Amount	Name of Item	Godown	% of Cost allocation	Quantity	Rate	Amount
Mother Board	Main Location	3 Pc's	3,000.00/Pc's	9,000.00	End of List					
Hard Disk	Main Location	3 Pc's	1,000.00/Pc's	3,000.00						
Cabin	Main Location	3 Pc's	5,000.00/Pc's	15,000.00						
SMPS	Main Location	3 Pc's	2,500.00/Pc's	7,500.00						
Ram	Main Location	3 Pc's	1,000.00/Pc's	3,000.00						
Cost of components:								37,500.00		
<i>Type of Additional Cost</i>					<i>Percentage</i>					
Transport Charges					2 %			150.00		
Labour Charge								750.00		
Total Addl. Cost								900.00		
Effective Cost								38,400.00		
Allocation to Primary Item								38,400.00		
Effective rate of primary item								12,800.00/Pc's		
Narration: Manufacturing Journal (Raw Material to Finished Goods)										
15 Pc's				37,500.00						

BANK RECONCILIATION STATEMENT

Cash Book

A book of original entry for cash and bank receipts and payments.

Bank statement

A copy issued by a bank to a customer showing the customer's current account maintained at the bank.

Bank Reconciliation Statement

A calculation comparing the Cash Book balance with the bank statement balance.

How to Calculate Bank Reconciliation Statement

GOT → Banking → Bank Reconciliation

Select Our Bank Account (for Reconciliation)

Give the Bank date (for Clearing)

Another way

Display of Ledger Account (Bank- for Reconciliation)

Press F5 (Reconcile) Button

Give the Bank date (for Clearing)

Date	Particulars	Vch Type	Transaction Type	Instrument No.	Instrument Date	Bank Date	Debit	Credit
1-7-2017	Hero Company Vehicles	Bank Payment	Cheque	852369	1-7-2017			5,00,000.00
1-7-2017	Hero Company Vehicles	Bank Payment	Cheque	852370	1-7-2017			10,00,000.00
1-7-2017	State Bank of India	Contra	Cheque/DD	Online Transfer	1-7-2017		10,00,000.00	
1-7-2017	National Insurance Co. Ltd	Bank Payment	Cheque	852371	1-7-2017			3,630.00
1-7-2017	Salaries	Bank Payment	Cheque	852372	1-7-2017			60,000.00
1-7-2017	Hero Company Spares Acc	Bank Payment	Cheque	852373	1-7-2017			1,85,000.00
1-7-2017	Shrika Service	Bank Payment	Cheque	852374	1-7-2017			1,50,000.00
1-7-2017	Sangavi Automobiles	Bank Receipt	Cheque/DD		1-7-2017		1,00,000.00	
1-7-2017	Anvita Motors	Bank Receipt	Cheque/DD		1-7-2017		5,00,000.00	
1-7-2017	Hero Company Vehicles	Bank Payment	Cheque	852375	1-7-2017			15,00,000.00
1-7-2017	Cash	Contra	Cash		1-7-2017		2,00,000.00	
1-7-2017	MSF Cop (USA)	Bank Payment	Cheque		1-7-2017			1,90,530.00
1-7-2017	MSF Cop (USA)	Bank Payment	Cheque		1-7-2017			62,310.00
1-7-2017	MSF Cop (USA)	Bank Payment	Cheque		1-7-2017			64,450.00
1-7-2017	TDS on Rent	Bank Payment	Cheque	4586525	1-7-2017			40,000.00
1-7-2017	Owner Name - Building	Bank Payment	Cheque		1-7-2017			3,60,000.00
							Balance as per company books:	31,17,156.13
							Amounts not reflected in bank:	18,00,000.00
							Balance as per bank:	8,01,236.13

Accounting Reports & Inventory Reports

Accounting Reports in Tally

Display of Purchase Register

GOT→Display→Account Books→Purchase Register

Display of Sales Register

GOT→Display→Account Books→Sale Register

Display of Cash/Bank Book

GOT→Display→Account Books→Cash/Bank Book

Display of Group Summary

GOT→Display→Account Books→Group Summary

Display of Credit Note Register

GOT→Display→Account Books→Journal Register→Credit Note Register

Display of Debit Note Register

GOT→Display→Account Books→Journal Register→Debit Note Register

Display of Journal Register

GOT→Display→Account Books→Journal Register→Journal Register

Display of Outstanding's (Bills)

GOT→Display→Statement of Accounts→Outstanding's (Receivables/Payables)

Display of Interest Calculations (Ledger wise)

GOT→Display→Statement of Accounts→Interest Calculations→Ledger

Give the Period (Press F2)

Display of Day Book

GOT→Display→Day Book

(If you want details Click on **Alt+F1**)

Display of Cost Centres Report

GOT→Display→Statement of Accounts→Cost Centres→Category Summary

Display of Cash Flow Statement

GOT→Display→Cash/Funds Flow→Cash Flow

Display of Funds Flow Statement

GOT→Display→Cash/Funds Flow→Funds Flow

Display of Trial Balance

GOT→Display→Trial Balance

It display's group wise report. (If you want details Click on **Alt+F1**)

If you want trial balance in Ledger wise report (Click on **F5**)

Display of Trading & Profit Loss Account

GOT→Profit & Loss (If you want details Click on **Alt+F1**)

If you want comparison of Profit & loss Account monthly wise (Click on **Alt+C** Give the period)

Display of Balance Sheet

GOT→Balance Sheet (If you want details Click on **Alt+F1**)

If you want comparison of Balance Sheet Account monthly wise (Click on **Alt+C** Give the period)

Inventory Reports**Display of Stock Summary**

GOT→Stock Summary

Display of Stock Item Report

GOT→Display Inventory Books→Stock Items

Display of Stock Group Report

GOT→Display Inventory Books→Group Summary

Display of Stock Items with Godown

GOT→Display→Statement of Inventory→Godowns

Display of Stock Categories Wise Report

GOT→Display→Statement of Inventory→Categories

Display of Stock Query

It Means display of Stock Item Purchase, Sales, Godowns & Closing Stock

GOT→Display→Statement of Inventory→Stock Query

Display of Sale Orders Outstanding's (All orders, Items, Groups, Categories, Ledger)

GOT→Display→Statement of Inventory→Sales Order Outstanding's (All orders, Items, Groups, Categories, Ledger)

Display of Purchase Orders Outstanding's (All orders, Items, Groups, Categories, Ledger)

GOT→Display→Statement of Inventory→Purchase Order Outstanding's (All orders, Items, Groups, Categories, Ledger)

Display of Stock Items Sales, Purchase with party wise

GOT→Display→Inventory Books→Moment Analysis→Ledger Analysis

Display of GST Reports

GSTR-1 (It showing Sale Report of B2B Invoice, B2C (Large, Small), Returns, HSN Code, Document Summary)

GOT → Display → Statutory Reports → GST → GSTR-1

The screenshot shows the Tally ERP 9 interface for the GSTR-1 report. The title bar indicates 'Tally.ERP.9'. The menu bar includes options like Print, Export, E-Mail, Upload, TallyShop, Language, Keyboard, Control Centre, Support Centre, and Help. The main window displays the 'GSTR-1' report for the period '1-Jul-2017 to 31-Jul-2017'. A 'Returns Summary' table shows the total number of vouchers for the period as 65, with 4 included in returns, 57 not relevant, and 4 incomplete/mismatched. Below this is a table of 'Particulars' with columns for Sl No., Particulars, Voucher Count, Taxable Value, Tax Amount, and Invoice Amount. The total taxable value is 15,34,496.47, tax amount is 3,98,887.82, and invoice amount is 19,33,384.16. The report also includes HSN/SAC and Document Summaries. A note at the bottom states: 'Note: Voucher count and values are not provided for HSN/SAC Summary and Document Summary. Drill down for details.'

Sl No.	Particulars	Voucher Count	Taxable Value	Tax Amount	Invoice Amount
1	B2B Invoices - 4A, 4B, 4C, 6B, 6C	4	15,34,496.47	3,98,887.82	19,33,384.16
2	B2C(Large) Invoices - 5A, 5B				
3	B2C(Small) Invoices - 7				
4	Credit/Debit Notes(Registered) - 9B				
5	Credit/Debit Notes(Unregistered) - 9B				
6	Exports Invoices - 6A				
7	Tax Liability(Advances received) - 11A(1), 11A(2)				
8	Adjustment of Advances - 11B(1), 11B(2)				
9	Nil Rated Invoices - 8A, 8B, 8C, 8D				
Total		4	15,34,496.47	3,98,887.82	19,33,384.16

If you want export to GSTR-1 Report (Click on Ctrl+E)

The screenshot shows the 'Exporting GSTR-1' dialog box for the period '1-Jul-2017 to 31-Jul-2017'. It lists various export options and their default values. A 'Format' dropdown menu is open, showing options: CSV (Comma Delimited), Excel (Spreadsheet), and JSON (Data Interchange). The 'Excel (Spreadsheet)' option is selected. The dialog also includes checkboxes for 'Export HSN/SAC details even if UQC is not available' (Yes), 'Export HSN/SAC details not included for other reasons' (No), and 'Export document summary' (Yes). The 'Allow Export of' option is set to 'All Vouchers'. A note at the bottom states: '* Add details of Nil Rated Invoices and Document Summary tables directly on the portal. Click H: Help for details. * Resolve all the exceptions for the period to file complete returns.'

GSTR-2 (It showing Purchase Report from Suppliers)

GSTR-2 M.S.N.Durgaprasad 1-Jul-2017 to 31-Jul-2017

Returns Summary

Number of vouchers for the period: 66

Included in returns: 5

Invoices ready for returns: 5

Invoices with mismatch in information: 0

Not included in returns due to incomplete information: 8

Not relevant for returns: 53

Particulars	No. of Invoices	Taxable Value	Total Tax	Total ITC Available	Reconciliation Status
To be reconciled with the GST portal					
B2B Invoices - 3, 4A	5	12,20,692.99	3,25,086.90	3,25,086.90	Not Complete
Credit/Debit Notes Regular - 6C					
To be uploaded on the GST portal					
B2BUR Invoices - 4B					
Import of Services - 4C					
Import of Goods - 5					
Credit/Debit Notes Unregistered - 6C					
Nil Rated Invoices - 7 - (Summary)					
Advance Paid -10A - (Summary)					
Adjustment of Advance - 10B - (Summary)					
Total Inward Supplies		12,20,692.99	3,25,086.90	3,25,086.90	
ITC Reversal/Reclaim - 11 - (Summary)					
Total No. of Invoices	5				
HSN/SAC Summary - 13					
Reverse Charge Liability to be Booked					
Reverse Charge Inward Supplies					0.00
Import of Service					0.00
Advance Payments					
Amount Unadjusted Against Purchases					1 more ...

Seller Party upload the bills. It will have shown online GSTR2 (Inward bills of our company) put in to the of Reconciliation status (Compete)

Party Register M.S.N.Durgaprasad 1-Jul-2017 to 31-Jul-2017

Vouchers of: B2B Invoices - 3, 4A

Supplier Name	Supplier GSTIN/UIIN	No. of Invoices	Taxable Value	Tax Paid	ITC Availed	Reconciliation Status
Hero Company Vechicles	29AODPA1945B2ZG	2	10,20,960.85	2,85,869.04	2,85,869.04	Completed
Stationary Mart	37ABZFS7433B1ZP	1	2,232.14	267.86	267.86	Completed
Shrika Service	37ACWFS9434N2ZV	2	1,97,500.00	38,950.00	38,950.00	Not Complete

Reconciliation Status showing of (Shrika Service – Not Complete)

Voucher Register M.S.N.Durgaprasad 1-Jul-2017 to 31-Jul-2017

Vouchers of: Shrika Service

GSTIN/UIIN: 37ACWFS9434N2ZV

Invoice No.	Invoice Date	Total Invoice Value	Place of Supply	Status	Total Taxable Value	Integrated Tax Amount	ITC Available Integrated Tax	Central Tax Amount	ITC Available Central Tax	State Tax Amount
P-568/16-17	1-7-2017	2,32,320.00	Andhra Pradesh	Accepted	1,94,000.00			19,160.00	19,160.00	19,160.00
P-598/16-17	1-7-2017	4,130.00	Andhra Pradesh		3,500.00			315.00	315.00	315.00

Click on Set Status (Alt+S) Put in Accepted

Set Status

Activity status :

Status

- Accepted
- Modified
- New
- Pending
- Rejected
- Rejected by GST

Cost Tracking

The Item Cost Tracking can be established from transactions having Inventory Movements or have an intent to create inventory movement in future, for a specific item, such as Sales Order, Purchase Order, Job Orders, Sales, Purchase, Receipt Note, Delivery Note, etc.

How to Activate of Cost Tracking

Goto F11(Features)→F2(Inventory Features)

Other Features

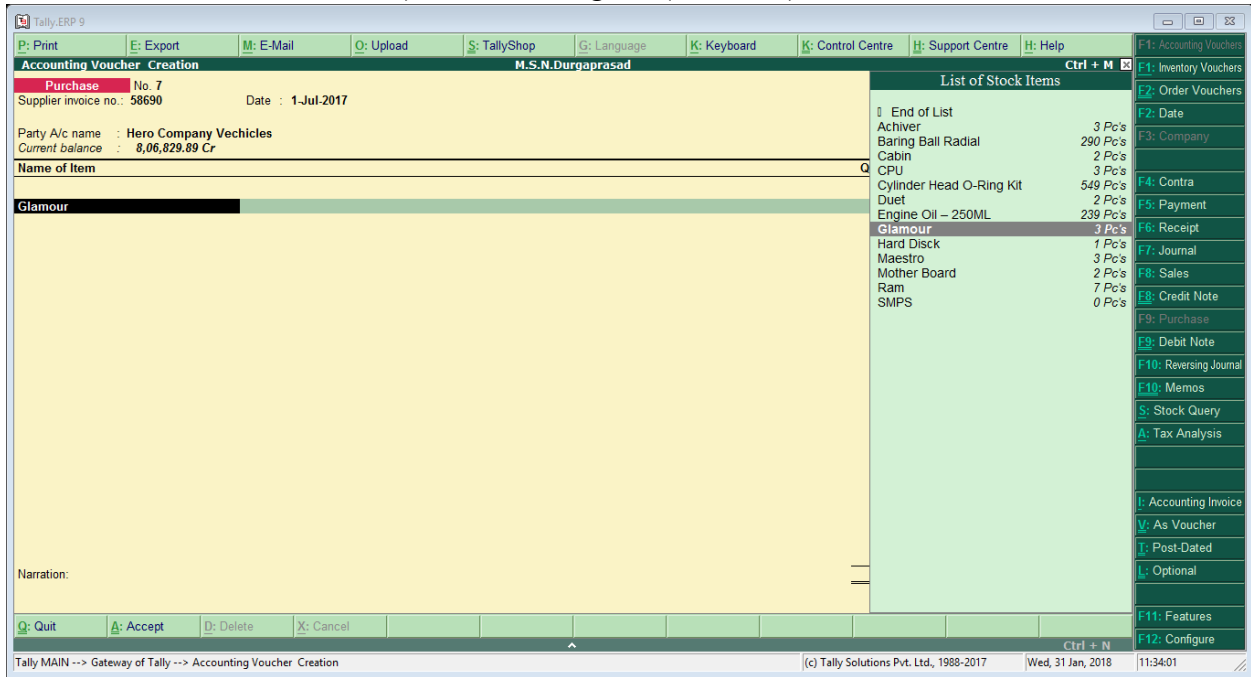
Use tracking numbers (enables delivery and receipt notes)	? Yes
Use rejection inward and outward notes	? Yes
Use material in and out vouchers	? No
Use cost tracking for stock item	? Yes

How to Activate of Cost Tracking in Stock Items

Stock Item Alteration		M.S.N.Durgaprasad									
Name : Glamour											
(alias) :											
Under : Glamour Category : Glamour Units : Pc's Maintain in batches ? Yes Track date of manufacturing? Yes Use expiry dates ? No Enable cost tracking ? Yes	<h4 style="text-align: center; margin: 0;"><u>Statutory Information</u></h4> GST Applicable : <input checked="" type="checkbox"/> Applicable Set/alter GST Details ? No Type of Supply : Goods Rate of Duty (eg 5) :										
<table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 30%;"></th> <th style="width: 15%; text-align: center;">Quantity</th> <th style="width: 30%; text-align: center;">Rate per</th> <th style="width: 25%; text-align: center;">Value</th> </tr> </thead> <tbody> <tr> <td style="text-align: right;">Opening Balance</td> <td style="text-align: center;">: 5 Pc's</td> <td style="text-align: center;">43,892.18 Pc's</td> <td style="text-align: right;">2,19,460.90</td> </tr> </tbody> </table>					Quantity	Rate per	Value	Opening Balance	: 5 Pc's	43,892.18 Pc's	2,19,460.90
	Quantity	Rate per	Value								
Opening Balance	: 5 Pc's	43,892.18 Pc's	2,19,460.90								

Voucher Posting of Purchase of Stock Items Using Cost Tracking

3 Pc's Purchase of Glamour Vehicles from Hero Company 43,892.18 (01XH9F00002, 023HGF00010, 027HGF00061) Cost Tracking No (GT-0001)



Display of Stock Item Allocation with Cost Tracking Number

Item Allocations for : Glamour						
Godown	Batch/Lot No.	Quantity	Rate	per	Disc %	Amount
	Mfg Dt.					
<i>Tracking No. : [] Not Applicable Order No. : [] Not Applicable</i> Main Location 01XH9F00002 1 Pc's 43,892.18 Pc's 43,892.18 Jul-2017 <i>Cost Tracking To : GT-0001</i>						
<i>Tracking No. : [] Not Applicable Order No. : [] Not Applicable</i> Main Location 023HGF00010 1 Pc's 43,892.18 Pc's 43,892.18 Jul-2017 <i>Cost Tracking To : GT-0001</i>						
<i>Tracking No. : [] Not Applicable Order No. : [] Not Applicable</i> Main Location 027HGF00061 1 Pc's 43,892.18 Pc's 43,892.18 Jul-2017 <i>Cost Tracking To : GT-0001</i>						
3 Pc's						1,31,676.54

Tally.ERP.9

Accounting Voucher Creation M.S.N.Durgaprasad

Purchase No. 7 Date: 1-Jul-2017

Supplier invoice no.: 48569

Party A/c name: Hero Company Vehcles
Current balance: 8,06,829.89 Cr

Name of Item	Quantity	Rate	per	Disc %	Amount	
Glamour	3 Pc's	43,892.18	Pc's		1,31,676.54	
Input IGST 28%			28 %		36,869.43	
Narration: Purchase of Vehicles					3 Pc's	1,68,545.97

Q: Quit A: Accept D: Delete X: Cancel

Tally MAIN --> Gateway of Tally --> Accounting Voucher Creation (c) Tally Solutions Pvt. Ltd., 1988-2017 Wed, 31 Jan, 2018 11:41:27

Voucher Posting Sale of Vehicle with Cost Tracking

Sale of Vehicle Glamour to Bhanu 45,685.16 (01XH9F00002) with Cost Tracking

Tally.ERP.9

Accounting Voucher Creation M.S.N.Durgaprasad

Sales No. 11

Reference no.:

Party A/c name: Bhanu
Current balance:

Name of Item	Quantity	(Inc)
Glamour		

Narration:

Q: Quit A: Accept D: Delete X: Cancel

Tally MAIN --> Gateway of Tally --> Accounting Voucher Creation (c) Tally Solutions Pvt. Ltd., 1988-2017 Wed, 31 Jan, 2018 11:45:21

Display of Stock Item Allocation with Cost Tracking Number

Item Allocations for : Glamour						
Godown	Batch/Lot No.	Quantity	Rate	Rate per	Disc %	Amount
	Mfg Dt.		(Incl. of Tax)			
Tracking No. : <input type="checkbox"/> Not Applicable Order No. : <input type="checkbox"/> Not Applicable Main Location 01XH9F00002 1 Pc's 45,685.16 Pc's 45,685.16						
Jul-2017						
Cost Tracking To : GT-0001						
1 Pc's						45,685.16

The screenshot shows the 'Accounting Voucher Creation' window in Tally ERP 9. The voucher is a Sales Voucher (No. 11) dated 1-Jul-2017, created by M.S.N. Durgaprasad. The party is Bhanu. The main item is Glamour (1 Pc's) with a rate of 45,685.16. Tax details include Output SGST 14% (6,395.92) and Output CGST 14% (6,395.92). The total amount is 58,477.00. The narration is 'Sale of Vehicle to Bhanu'. The interface includes a menu bar, a toolbar with function keys (F1-F12), and a status bar at the bottom.

Display of Cost Analysis for Stock Item

GOT → Display → Statement of Inventory → Item Cost Analysis → Stock Item

Particulars	Glamour M.S.N.Durgaprasad 1-Apr-2017 to 1-Jul-2017									
	A. Cost (Expense)			B. Revenue (Income)			C. Balance at Cost			Profit(Loss) (B - (A - C))
	Inward Quantity	Rate	Value	Outward Quantity	Rate	Value	Nett Quantity	Rate	Value	Value Rate
GT-0001 (3 Pc's)	3 Pc's	43,892.18	1,31,676.54	1 Pc's	45,685.16	45,685.16	2 Pc's	43,892.18	87,784.36	1,792.98 1,792.98/Pc's
Grand Total	3 Pc's	43,892.18	1,31,676.54	1 Pc's	45,685.16	45,685.16	2 Pc's		87,784.36	1,792.98

Display of Cost Track Break-up (GT-0001)

GOT → Display → Statement of Inventory → Item Cost Analysis → Cost Track Break-up

Particulars		M.S.N.Durgaprasad 1-Apr-2017 to 1-Jul-2017	
Tracking Details:			
GT-0001 (Glamour, Purchase, Multi-Batch, Main Location)		3 Pc's	
A. Cost (Expense):		3 Pc's 43,892.18	1,31,676.54
Purchase Accounts			1,31,676.54
Consumption cost			
B. Revenue (Income):		1 Pc's 45,685.16	45,685.16
Sales Accounts			45,685.16
C. Balance at cost		2 Pc's 43,892.18	87,784.36
Nett Profit(Loss): (B - (A - C))			1,792.98 (1,792.98/Pc's)
Item Movement Summary:			
Item Movement Inwards			
Order placed	:		
Materials received	:	3 Pc's	
Materials billed	:	3 Pc's	
Material manufactured	:		

TDS (Tax Deduction at Source)

TDS stands for tax deducted at source. As per the Income Tax Act, any company or person making a payment is required to deduct tax at source if the payment exceeds certain threshold limits. TDS has to be deducted at the rates prescribed by the tax department.

The company or person that makes the payment after deducting TDS is called a deductor and the company or person receiving the payment is called the deductee. It is the deductor's responsibility to deduct TDS before making the payment and deposit the same with the government. TDS is deducted irrespective of the mode of payment—cash, cheque or credit—and is linked to the PAN of the deductor and deductee.

TDS is deducted on the following types of payments:

- Rent payments
- Interest payments by banks
- Salaries
- Commission payments
- Consultation fees
- Professional fees

TDS Rates

Particulars	<i>TDS Rates (in %)</i>
1. In the case of a person other than a company	
1.1 where the person is resident in India-	
<u>Section 192</u> : Payment of salary	Normal Slab Rate
<u>Section 192A</u> : Payment of accumulated balance of provident fund which is taxable in the hands of an employee.	10
<u>Section 193</u> : Interest on securities	
a) any debentures or securities for money issued by or on behalf of any local authority or a corporation established by a Central, State or Provincial Act;	10
b) any debentures issued by a company where such debentures are listed on a recognised stock exchange in accordance with the Securities Contracts (Regulation) Act, 1956 (42 of 1956) and any rules made thereunder;	10
c) any security of the Central or State Government;	10
d) interest on any other security	10
<u>Section 194</u> : Dividend other than the dividend as referred to in Section 115-O	10

<u>Section 194A</u> : Income by way of interest other than "Interest on securities"	10
<u>Section 194B</u> : Income by way of winnings from lotteries, crossword puzzles, card games and other games of any sort	30
<u>Section 194BB</u> : Income by way of winnings from horse races	30
<u>Section 194C</u> : Payment to contractor/sub-contractor	
a) HUF/Individuals	1
b) Others	2
<u>Section 194D</u> : Insurance commission	5
<u>Section 194DA</u> : Payment in respect of life insurance policy	1
<u>Section 194EE</u> : Payment in respect of deposit under National Savings scheme	10
<u>Section 194F</u> : Payment on account of repurchase of unit by Mutual Fund or Unit Trust of India	20
<u>Section 194G</u> : Commission, etc., on sale of lottery tickets	5
<u>Section 194H</u> : Commission or brokerage	5
<u>Section 194-I</u> : Rent	
a) Plant & Machinery	2
b) Land or building or furniture or fitting	10
<u>Section 194-IA</u> : Payment on transfer of certain immovable property other than agricultural land	1
<u>Section 194-IB</u> : Payment of rent by individual or HUF not liable to tax audit	5
Note : This provision is applicable from June 1, 2017	
<u>Section 194-IC</u> : Payment of monetary consideration under Joint Development Agreements	10
<u>Section 194J</u> : Any sum paid by way of	10
a) Fee for professional services,	
b) Fee for technical services	
c) Royalty,	

d) Remuneration/fee/commission to a director or e) For not carrying out any activity in relation to any business f) For not sharing any know-how, patent, copyright etc. Note: With effect from June 1, 2017 the rate of TDS would be 2% in case of payee engaged in business of operation of call center.	
Section 194LA: Payment of compensation on acquisition of certain immovable property Note: With effect from April 1, 2017, no deduction of tax shall be made on any payment which is exempt from levy of income-tax under Right to Fair Compensation Act, 2013.	10
Section 194LBA(1): Business trust shall deduct tax while distributing, any interest received or receivable by it from a SPV or any income received from renting or leasing or letting out any real estate asset owned directly by it, to its unit holders.	10
Section 194LBB: Investment fund paying an income to a unit holder [other than income which is exempt under Section 10(23FBB)]	10
Section 194LBC: Income in respect of investment made in a securitisation trust (specified in <i>Explanation</i> of section 115TCA)	25% in case of Individual or HUF 30% in case of other person
Any Other Income	10
1.2 where the person is not resident in India-	
Section 192: Payment of Salary	Normal Slab Rate
Section 192A: Payment of accumulated balance of provident fund which is taxable in the hands of an employee.	10
Section 194B: Income by way of winnings from lotteries, crossword puzzles, card games and other games of any sort	30
Section 194BB: Income by way of winnings from horse races	30
Section 194E: Payment to non-resident sportsmen/sports association	20
Section 194EE: Payment in respect of deposits under National Savings Scheme	10
Section 194F: Payment on account of repurchase of unit by Mutual Fund or Unit Trust of India	20
Section 194G: Commission, etc., on sale of lottery tickets	5

<u>Section 194LB</u> : Payment of interest on infrastructure debt fund	5
<u>Section 194LBA(2)</u> : Business trust shall deduct tax while distributing any interest income received or receivable by it from a SPV to its unit holders.	5
<u>Section 194LBA(3)</u> : Business trust shall deduct tax while distributing any income received from renting or leasing or letting out any real estate asset owned directly by it to its unit holders.	30
<u>Section 194LBB</u> : Investment fund paying an income to a unit holder [other than income which is exempt under Section 10(23FBB)].	30
<u>Section 194LBC</u> : Income in respect of investment made in a securitisation trust (specified in <i>Explanation</i> of section 115TCA)	30
<u>Section 194LC</u> : Payment of interest by an Indian Company or a business trust in respect of money borrowed in foreign currency under a loan agreement or by way of issue of long-term bonds (including long-term infrastructure bond) Note : With effect from April 1, 2018 benefit of such concessional TDS rate has been further extended by three years. Now TDS at concessional rate of 5% will be applicable for borrowings made before July 1, 2020.	5
<u>Section 194LD</u> : Payment of interest on rupee denominated bond of an Indian Company or Government securities to a Foreign Institutional Investor or a Qualified Foreign Investor Note : With effect from April 1, 2018 benefit of such concessional TDS rate has been further extended by three years. Now TDS at concessional rate of 5% will be applicable for borrowings made before July 1, 2020.	5
<u>Section 195</u> : Payment of any other sum to a Non-resident	
a) Income in respect of investment made by a Non-resident Indian Citizen	20
b) Income by way of long-term capital gains referred to in Section 115E in case of a Non-resident Indian Citizen	10
c) Income by way of long-term capital gains referred to in sub-clause (iii) of clause (c) of sub-Section (1) of Section 112	10
d) Income by way of short-term capital gains referred to in Section 111A	15
e) Any other income by way of long-term capital gains [not being long-term capital gains referred to in clauses (33), (36) and (38) of Section 10]	20
f) Income by way of interest payable by Government or an Indian concern on moneys borrowed or debt incurred by Government or the Indian concern in foreign currency (not being income by way of interest referred to in Section 194LB or Section 194LC)	20

g) Income by way of royalty payable by Government or an Indian concern in pursuance of an agreement made by it with the Government or the Indian concern where such royalty is in consideration for the transfer of all or any rights (including the granting of a licence) in respect of copyright in any book on a subject referred to in the first proviso to sub-section (1A) of Section 115A of the Income-tax Act, to the Indian concern, or in respect of any computer software referred to in the second proviso to sub-section (1A) of Section 115A of the Income-tax Act, to a person resident in India	10
h) Income by way of royalty [not being royalty of the nature referred to point g) above E] payable by Government or an Indian concern in pursuance of an agreement made by it with the Government or the Indian concern and where such agreement is with an Indian concern, the agreement is approved by the Central Government or where it relates to a matter included in the industrial policy, for the time being in force, of the Government of India, the agreement is in accordance with that policy	10
i) Income by way of fees for technical services payable by Government or an Indian concern in pursuance of an agreement made by it with the Government or the Indian concern and where such agreement is with an Indian concern, the agreement is approved by the Central Government or where it relates to a matter included in the industrial policy, for the time being in force, of the Government of India, the agreement is in accordance with that policy	10
j) Any other income	30
Section 196B : Income from units (including long-term capital gain on transfer of such units) to an offshore fund	10
Section 196C : Income from foreign currency bonds or GDR of an Indian company (including long-term capital gain on transfer of such bonds or GDR)	10
Section 196D : Income of foreign Institutional Investors from securities (not being dividend or capital gain arising from such securities)	20
2. In the case of a company-	
2.1 where the company is a domestic company-	
Section 193 : Interest on securities	
a) any debentures or securities for money issued by or on behalf of any local authority or a corporation established by a Central, State or Provincial Act;	10
b) any debentures issued by a company where such debentures are listed on a recognised stock exchange in accordance with the Securities	10

Contracts (Regulation) Act, 1956 (42 of 1956) and any rules made thereunder;	
c) any security of the Central or State Government;	10
d) interest on any other security	10
<u>Section 194</u> : Dividend	10
<u>Section 194A</u> : Income by way of interest other than "Interest on securities"	10
<u>Section 194B</u> : Income by way of winnings from lotteries, crossword puzzles, card games and other games of any sort	30
<u>Section 194BB</u> : Income by way of winnings from horse races	30
<u>Section 194C</u> : Payment to contractor/sub-contractor	
a) HUF/Individuals	1
b) Others	2
<u>Section 194D</u> : Insurance commission	10
<u>Section 194DA</u> : Payment in respect of life insurance policy	1
<u>Section 194EE</u> : Payment in respect of deposit under National Savings scheme	10
<u>Section 194F</u> : Payment on account of repurchase of unit by Mutual Fund or Unit Trust of India	20
<u>Section 194G</u> : Commission, etc., on sale of lottery tickets	5
<u>Section 194H</u> : Commission or brokerage	5
<u>Section 194-I</u> : Rent	
a) Plant & Machinery	2
b) Land or building or furniture or fitting	10
<u>Section 194-IA</u> : Payment on transfer of certain immovable property other than agricultural land	1
<u>Section 194-IC</u> : Payment of monetary consideration under Joint Development Agreements	10
<u>Section 194J</u> : Any sum paid by way of	10
a) Fee for professional services,	

<ul style="list-style-type: none"> b) Fee for technical services c) Royalty, d) Remuneration/fee/commission to a director or e) For not carrying out any activity in relation to any business f) For not sharing any know-how, patent, copyright etc. <p>Note: With effect from June 1, 2017 the rate of TDS would be 2% in case of payee engaged in business of operation of call center.</p>	
<p>Section 194LA: Payment of compensation on acquisition of certain immovable property</p> <p>Note: With effect from April 1, 2017, no deduction of tax shall be made on any payment which is exempt from levy of income-tax under Right to Fair Compensation Act, 2013.</p>	10
<p>Section 194LBA(1): Business trust shall deduct tax while distributing, any interest received or receivable by it from a SPV or any income received from renting or leasing or letting out any real estate asset owned directly by it, to its unit holders.</p>	10
<p>Section 194LBB: Investment fund paying an income to a unit holder [other than income which is exempt under Section 10(23FBB)] .</p>	10
<p>Section 194LBC: Income in respect of investment made in a securitisation trust (specified in <i>Explanation</i> of section 115TCA)</p>	10
Any Other Income	10
2.2 where the company is not a domestic company-	
<p>Section 194B: Income by way of winnings from lotteries, crossword puzzles, card games and other games of any sort</p>	30
<p>Section 194BB: Income by way of winnings from horse races</p>	30
<p>Section 194E: Payment to non-resident sports association</p>	20
<p>Section 194G: Commission, etc., on sale of lottery tickets</p>	5
<p>Section 194LB: Payment of interest on infrastructure debt fund</p>	5
<p>Section 194LBA(2): Business trust shall deduct tax while distributing any interest income received or receivable by it from a SPV to its unit holders.</p>	5
<p>Section 194LBA(3): Business trust shall deduct tax while distributing any income received from renting or leasing or letting out any real estate asset owned directly by it to its unit holders.</p>	40
<p>Section 194LBB: Investment fund paying an income to a unit holder [other than income which is exempt under Section 10(23FBB)].</p>	40

Section 194LBC: Income in respect of investment made in a securitisation trust (specified in <i>Explanation</i> of section 115TCA)	40
Section 194LC: Payment of interest by an Indian Company or a business trust in respect of money borrowed in foreign currency under a loan agreement or by way of issue of long-term bonds (including long-term infrastructure bond) Note: With effect from April 1, 2018 benefit of such concessional TDS rate has been further extended by three years. Now TDS at concessional rate of 5% will be applicable for borrowings made before July 1, 2020.	5
Section 194LD: Payment of interest on rupee denominated bond of an Indian Company or Government securities to a Foreign Institutional Investor or a Qualified Foreign Investor Note: With effect from April 1, 2018 benefit of such concessional TDS rate has been further extended by three years. Now TDS at concessional rate of 5% will be applicable for borrowings made before July 1, 2020.	5
Section 195: Payment of any other sum a) Income by way of long-term capital gains referred to in sub-clause (iii) of clause (c) of sub-section (1) of Section 112 b) Income by way of short-term capital gains referred to in Section 111A c) Any other income by way of long-term capital gains [not being long-term capital gains referred to in clauses (33), (36) and (38) of Section 10] d) Income by way of interest payable by Government or an Indian concern on moneys borrowed or debt incurred by Government or the Indian concern in foreign currency (not being income by way of interest referred to in Section 194LB or Section 194LC) e) Income by way of royalty payable by Government or an Indian concern in pursuance of an agreement made by it with the Government or the Indian concern after the 31st day of March, 1976 where such royalty is in consideration for the transfer of all or any rights (including the granting of a licence) in respect of copyright in any book on a subject referred to in the first proviso to sub-section (1A) of Section 115A of the Income-tax Act, to the Indian concern, or in respect of any computer software referred to in the second proviso to sub-section (1A) of Section 115A of the Income-tax Act, to a person resident in India f) Income by way of royalty [not being royalty of the nature referred to in point e) above C] payable by Government or an Indian concern in pursuance of an agreement made by it with the Government or the Indian concern and where such agreement is with an Indian concern, the agreement is approved by the Central Government or where it relates to a	10 15 20 20 10

matter included in the industrial policy, for the time being in force, of the Government of India, the agreement is in accordance with that policy—	
A. where the agreement is made after the 31st day of March, 1961 but before the 1st day of April, 1976	50
B. where the agreement is made after the 31st day of March, 1976	10
g) Income by way of fees for technical services payable by Government or an Indian concern in pursuance of an agreement made by it with the Government or the Indian concern and where such agreement is with an Indian concern, the agreement is approved by the Central Government or where it relates to a matter included in the industrial policy, for the time being in force, of the Government of India, the agreement is in accordance with that policy—	
A. where the agreement is made after the 29th day of February, 1964 but before the 1st day of April, 1976	50
B. where the agreement is made after the 31st day of March, 1976	10
h) Any other income	40
Section 196B: Income from units (including long-term capital gain on transfer of such units) to an offshore fund	10
Section 196C: Income from foreign currency bonds or GDR of an Indian company (including long-term capital gain on transfer of such bonds or GDR)	10
Section 196D: Income of foreign Institutional Investors from securities (not being dividend or capital gain arising from such securities)	20

Enable of TDS (Tax Deduction at Source)

F11 Features → Statutory & Taxation

Enable Tax Deducted at Source (TDS)

Set/alter TDS details

? Yes

? Yes

Company TDS Deductor Details		? No
TAN registration number	: APMS02603P	Collector/Deductor Types
Tax deduction and collection Account Number (TAN)	: APMS02603P	Company
Deductor type	: Company	Individual/HUF
Deductor branch/division	:	
Set/alter details of person responsible	? No	
Rate & Exemption Details		
Rate of TDS if PAN not available	: 20 %	
<i>(The rate specified here or the IT rate, whichever is higher, will be applicable.)</i>		
Ignore IT exemption limit for TDS deduction	? No	
Activate TDS for stock items	? No	

Creation of Ledgers (for TDS on Rent)

Rent

Owner

TDS on Rent

Creation of TDS Nature of payment

GOT → Accounts Information → Statutory Information → TDS Nature of payments → Create

TDS Nature of Payment Creation	
Name	: Rent of Land/Buildings
Section	: 194I
Payment code	:
Rate	: 10 %
Threshold/exemption limit	: 3,00,000.00

Creation of Rent Ledger

The screenshot shows the 'Ledger Creation' window in Tally ERP 9. The main form is for a ledger named 'Rent'. The 'Under' field is set to 'Indirect Expenses'. The 'Currency of ledger' is set to '₹'. The 'Type of Ledger' is 'Not Applicable'. The 'Nature of Payment' is 'Rent of Land/Buildings'. The 'Opening Balance (on 1-Apr-2017)' is 58,71. The 'List of Nature of Payments' shows 'Rent of Land/Buildings' with a value of 58,71. The 'Statutory Information' section shows 'Is TDS applicable' as 'Applicable'. The 'Mailing Details' and 'Tax Registration Details' sections are also visible.

Creation of TDS on Rent Ledger

Tally.ERP.9

P: Print E: Export M: E-Mail Q: Upload S: TallyShop G: Language K: Keyboard K: Control Centre H: Support Centre H: Help

Ledger Creation M.S.N.Durgaprasad Ctrl + M

Name : TDS on Rent Total O
(alias) :

Under : **Duties & Taxes** (Current Liabilities) Name : Mailing Details
Address :

Currency of ledger : ₹ Type of duty/tax : TDS
Nature of payment : **Rent of Land/Buildings**

Inventory values are affected ? No Provide bank details : No
Cost centres are applicable ? No
Activate interest calculation ? No

Statutory Information PAN/IT No. : Tax Registration Details

Opening Balance (on 1-Apr-2017) :

Q: Quit A: Accept D: Delete Ctrl + N

Tally MAIN --> Gateway of Tally --> Accounts Info. --> Ledgers --> Ledger Creation (c) Tally Solutions Pvt. Ltd., 1988-2017 Mon, 29 Jan, 2018 21:03:29

Creation of Owner Account

Tally.ERP.9

P: Print E: Export M: E-Mail Q: Upload S: TallyShop G: Language K: Keyboard K: Control Centre H: Support Centre H: Help

Ledger Creation M.S.N.Durgaprasad Ctrl + M

Name : Owner Name - Building Total Opening Balance
(alias) :

Under : **Sundry Creditors** (Current Liabilities) Name : Owner Name - Building
Address :

Currency of ledger : ₹ Maintain balances bill-by-bill ? Yes
Default credit period : Country : India
Check for credit days during voucher entry ? No State : Andhra Pradesh Pincode :
Specify credit limit : (Select the applicable state to calculate GST during voucher entry.)
Provide bank details : No

Inventory values are affected ? No
Cost centres are applicable ? No
Activate interest calculation ? No

Statutory Information PAN/IT No. : AXNPP1238N
(PAN is mandatory for e-TDS, should be of 10 Characters)
Provide PAN details ? Yes
Set/alter GST details ? No

Is TDS Deductible ? Yes
Deductee type : Individual/HUF - Resident
Deduct TDS in Same Voucher ? Yes

Opening Balance (on 1-Apr-2017) :

Q: Quit A: Accept D: Delete Ctrl + N

Tally MAIN --> Gateway of Tally --> Accounts Info. --> Ledgers --> Ledger Creation (c) Tally Solutions Pvt. Ltd., 1988-2017 Mon, 29 Jan, 2018 21:05:39

Voucher Postings (Rent Payable)

Accounting Voucher Creation M.S.N.Durgaprasad Ctrl + M

Journal No. 10 1-Jul-2017
Saturday

Particulars	Debit	Credit
By Rent Cur Bal: 4,00,000.00 Dr	4,00,000.00	
Department Administration 4,00,000.00 Dr		3,60,000.00
To Owner Name - Building Cur Bal: 3,60,000.00 Cr New Ref: 10		3,60,000.00
To TDS on Rent Cur Bal: 40,000.00 Cr		40,000.00
	4,00,000.00	4,00,000.00

Narration:
Rent Payable for the Month of June (with TDS)

Tally MAIN --> Gateway of Tally --> Accounting Voucher Creation (c) Tally Solutions Pvt. Ltd., 1988-2017 Mon, 29 Jan, 2018 21:07:59

Display of TDS Report TDS Report Form 26Q

GOT → Display → Statutory Reports → TDS Reports → Form 26Q

Form 26Q M.S.N.Durgaprasad Ctrl + M

Form 26Q 1-Jul-2017 to 30-Sep-2017

Statistics of Vouchers

Total Number of Transactions	69
Included Transactions	1
Excluded Transactions	61
Uncertain Transactions	7

Particulars	Assessable Value			Tax Deductable	Deducted			Balance Deductable
	Prev. Period	Current Period	Total		Prev. Period	Current Period	Total	
Deduction Details		4,00,000.00	4,00,000.00	40,000.00		40,000.00	40,000.00	
Deduction at Normal Rate								
Deduction at Higher Rate								
Lower Rated Taxable Expense								
Zero rated Taxable Expense								
Under Exemption limit								
Exempt in lieu of PAN available								
Total Deducted						40,000.00		

Payment Details 1-Jul-2017 to 30-Sep-2017

Included Transactions	0
Not Included Transactions	0

Particulars	Paid Amount	Amount
Balance Payable		40,000.00

Tally MAIN --> Gateway of Tally --> Display Menu --> Statutory Reports --> TDS Return --> Form 26Q (c) Tally Solutions Pvt. Ltd., 1988-2017 Mon, 29 Jan, 2018 21:10:15

TDS Outstanding's (Nature of Payment)

GOT → Display → Statutory Reports → TDS Reports → TDS outstanding

Nature of Payment	Company	Non Company	Total Pending
Rent of Land/Buildings		40,000.00	40,000.00
Grand Total		40,000.00	40,000.00

Posting of Payment of TDS on Rent

Particulars	Debit	Credit
By TDS on Rent Cur Bal: 0.00 Dr	40,000.00	
To Kotak OD Account Cur Bal: 27,57,166.13 Cr		40,000.00
Narration: Payment on TDS on Rent		
	40,000.00	40,000.00

Payment to Owner

The screenshot shows the 'Accounting Voucher Creation' window in Tally ERP 9. The voucher type is 'Bank Payment' No. 16, dated '1-Jul-2017 Saturday'. The user is M.S.N.Durgaprasad. The voucher details are as follows:

Particulars	Debit	Credit
By Owner Name - Building Cur Bal: 0.00 Dr Agst Ref 10 3,60,000.00 Dr	3,60,000.00	
To Kotak OD Account Cur Bal: 31,17,156.13 Cr		3,60,000.00
	3,60,000.00	3,60,000.00

Narration: Payment to Owner with deduction of TDS

At the bottom, there are buttons for 'Quit', 'Accept', 'Delete', and 'Cancel'. The status bar shows 'Tally MAIN --> Gateway of Tally --> Accounting Voucher Creation' and the date 'Mon, 29 Jan, 2018'.

Enter the TDS challan Reconciliation

GOT → Display → Statutory Reports → TDS Returns → Challan Reconciliation

The screenshot shows the 'TDS Challan Reconciliation' window in Tally ERP 9. The window title is 'TDS Challan Reconciliation' and the user is M.S.N.Durgaprasad. The period is '1-Jul-2017 to 31-Jul-2017'. The data table is as follows:

Date	Particulars	E-TDS Quarter From	Period To	Section No.	Deductee Type	Resident Type	Cheque/DD No.	Cheque/DD Date	BSR Code	Challan No.	Challan Date	Vch No.	Amount
1-7-2017	TDS on Rent			194I	Non Company	Resident						15	40,000.00

Below the table, there are fields for 'Bank Name : ' and 'Branch Name : '. At the bottom, there are buttons for 'Quit', 'Remove Line', 'Restore Line', 'Restore All', 'Select', and 'Select All'. The status bar shows 'Tally MAIN --> Gateway of Tally --> Display Menu --> Statutory Reports --> TDS Return --> TDS Challan Reconciliation' and the date 'Mon, 29 Jan, 2018'.

Click on F5 (Reconcile Challan)

Tally.ERP.9

P: Print E: Export M: E-Mail O: Upload S: TallyShop G: Language K: Keyboard K: Control Centre H: Support Centre H: Help Ctrl + M

TDS Challan Reconciliation M.S.N.Durgaprasad 1-Jul-2017 to 31-Jul-2017

(Reconciliation)

Date	Particulars	E-TDS Quarter Period From To	Section No.	Deductee Type	Resident Type	Cheque/DD No.	Cheque/DD Date	BSR Code	Challan No.	Challan Date	Vch No.	Amount
1-7-2017	TDS on Rent		194I	Non Company	Resident						15	40,000.00
	Bank Name :											
	Branch Name :											

Q: Quit R: Remove Line U: Restore Line U: Restore All Space: Select Space: Select All Ctrl + N

Tally MAIN --> Gateway of Tally --> Display Menu --> Statutory Reports --> TDS Return --> TDS Challan Reconciliation --> TD...

(c) Tally Solutions Pvt. Ltd., 1988-2017 Mon, 29 Jan, 2018 21:17:40

Enter E-TDS Quarter Period From and To

Problem

PK Motors Pvt Ltd. Opening Balance as Ledger wise on 01-04-2017 (37ABHFS1242E1ZE)

Particulars	Debit	Credit
Buildings	12,00,000.00	
Cash	2,75,000.00	
Computers	2,00,000.00	
Electricity Deposit	1,00,000.00	
Furniture	3,00,000.00	
Hero Company Spares Acc		1,85,000.00
Hero Company Vehicles Acc		25,00,000.00
ICICI	94,538.82	
Kotak OD Account		8,01,236.13
Loan from Sundaram Finance		8,00,000.00
Opening Stock	9,00,352.31	
Plant & Machinery	5,00,000.00	
Prasad Capital Account		7,00,000.00
Profit & Loss A/c		1,85,000.00
Security Deposit with Hero Company	5,00,000.00	
Siva Capital Account		7,00,000.00
State Bank of India	10,01,345.00	
Vehicles	8,00,000.00	
Grand Total	58,71,236.13	58,71,236.13

Note: Interest Rate of Debtors & Creditors 1.5% PM, OD & Loan Interest of 8.39% PA

Details of Stock items with Batch Details

Stock Item	Stock Group	Stock Category	Location (Godown)	Opening Stock	Rate	Engine Number
Achiver (GST-28%)	Bike (87112029)	Achiver	Main Location	5 Pc's	48418.75	300HGA06877 301HGA06743 049HGC00517 048HGC00542 307HGE00876
Duet (GST-28%)	Scoter (87112019)	Duet	Sri Lakshmi Motors	3 Pc's	38,590.63	025HGK15698 023HGK21599 023HGK21604
Glamour (GST-28%)	Bike	Glamour	Main Location (3Pc's) Sri Lakshmi Motors (2Pc's)	5 Pc's	43,892.18	027HGF05661 023HGF20710 01XH9F03012 02XHGF46432 020HGF48156
Maestro (GST-28%)	Scoter	Maestro Edge	Main Location (2Pc's) Sri Lakshmi Motors (1Pc's)	3 Pc's	38,908.59	017HGJ07211 019HGJ11115 018HGJ10814
Baring Ball Radial (GST - 18%)	Spares (84829900)	Spares	Main Location	590 Pc's	70.00	Not Available
Cylinder Head O-Ring Kit (GST-28%)	Spares (40169320)	Spares	Main Location	1000 Pc's	40.00	Not Available
Engine Oil – 250ML (GST-18%)	Lubricants (27101990)	Lubricants	Main Location	500 Pc's	250.00	Not Available

All Cost Centers Expenses using **Administration**, Sales using **Marketing**, Purchase using **Production**

Note: Creation of Ledger Group (HDFC Finance Dues), Vouchers Types (Bank Payments / Receipts) and any other Vouchers types also

Transactions

- Cash Deposited in to SBI 125000
- Kotak Chq. Issued to Hero Company Vehicles 500000 Chq. No (852369)
- Amount paid to ANL Parcel service 3000
- Xerox Charges paid 100
- Purchase of A4 Papers Bundle 2410
- Amount received on Prasanthi 20000 and 38000 of HDFC Finance (**Show the amount due to HDFC Finance**)
- Sale of Vehicle (Maestro) to Prasanthi 52619 including GST 28% Engine Number (019HGJ11115)
- Life Tax paid for Prasanthi vehicle 4675 through SBI bank (Online Payment)
- Kotak OD Chq. Issued to Hero Company 1000000 (852370)

10. Online Amount transfer to Kotak OD from SBI 1000000
 11. Chq. (458623) Received from Prasad 65127 deposited to ICICI
 12. Sale of Vehicle (Glamour) to Prasad 57197 including GST 28% Engine Number (023HGF20710)
 13. Purchase order given to Hero Company Vehicles Order no PO-00256/16-17(GST No. 29AODPA1945B2ZG)

Model	Qty (PC's)	Rate	Engine Numbers
Glamour	5 (PC's)	43,892.18	187H4A03591, 183H4A03636 300HGA06877, 301HGA06743 086HHB70552
Maestro	5 (PC's)	38,908.59	018H9F14171, 019H9F14311 012H9F14117, 025HGG11803 027HGG11785

14. Life Tax paid for Prasad vehicle 5950 through SBI bank (Online Payment)
 15. National Insurance amount debited to Prasad & Prasanthi amount of (1980 & 1650)
 16. Insurance Amount paid to National Insurance company through Kotak OD a/c 3630 (Chq. No 852371)
 17. Purchase of A4 Papers Bundle 2500 (include GST 12%) from Stationery Mart (37ABZFS7433B1ZP) B.No 2568-17/18
 18. Vehicles Received from Hero Company Vehicles Order no PO-00256/16-17

Model	Qty (PC's)	Rate	Engine Numbers
Glamour	5 (PC's)	43,892.18	187H4A03591, 183H4A03636 300HGA06877, 301HGA06743 086HHB70552
Maestro	5 (PC's)	38,908.59	018H9F14171, 019H9F14311 012H9F14117, 025HGG11803 027HGG11785

19. Salaries Paid to staff through Kotak OD 60000 Chq. No 852372 (Admin, Finance & Marketing equal amount to all departments)
 20. 50 PC's Engine Oil – 250ML Sold to Siva Traders 300 (Include GST) 37DKCPD2411M1ZD
 21. Purchase of Vehicles from Hero Company Vehicles with GST (GST No. 29AODPA1945B2ZG)

Model	Qty (PC's)	Rate	Engine Numbers
Glamour	5 (PC's)	43,892.18	187H4A03591, 183H4A03636 300HGA06877, 301HGA06743 086HHB70552
Maestro	5 (PC's)	38,908.59	018H9F14171, 019H9F14311 012H9F14117, 025HGG11803 027HGG11785

22. Purchase order to Shrika Service with GST Rate of interest 2%PM, Bill No 568 order no P-568/16-17(37ACWFS9434N2ZV)

Stock Item	Location (Godown)	Order Stock	Rate
Baring Ball Radial	Main Location	600 Pc's	70/-
Cylinder Head O-Ring Kit	Main Location	1000 Pc's	40/-
Engine Oil – 250ML	Main Location	500 Pc's	250/-

23. Purchase of Stationery 1000 (without GST) from Sai Pen Corner

24. Order stock received from Shrika Service Order no P-568/16-17

Stock Item	Location (Godown)	Order Stock	Rate
Baring Ball Radial	Main Location	500 Pc's	70/-
Cylinder Head O-Ring Kit	Main Location	850 Pc's	40/-
Engine Oil – 250ML	Main Location	500 Pc's	250/-

25. Purchase from Shrika Service Bill No 568 Order no P-568/16-17

Stock Item	Location (Godown)	Order Stock	Rate
Baring Ball Radial	Main Location	500 Pc's	70/-
Cylinder Head O-Ring Kit	Main Location	850 Pc's	40/-
Engine Oil – 250ML	Main Location	500 Pc's	250/-

26. Stock Transfer from Sri Lakshmi Motors to Main location

Model	Engine Number
Duet	023HGK21599, 025HGK15698

27. Purchase of Machinery on 05-05-2017 from MKP Cop (USA) \$5000 (₹ 63.51/\$)

28. Online Payment to MKP Cop (USA) \$ 3000 (₹ 63.51/\$) through Kotak OD on 05-05-2017

29. Stock Transfer to Sri Lakshmi Motors

Model	Engine Number
Glamour	187H4A03591, 183H4A03636, 300HGA06877
Maestro	025HGG11803, 027HGG11785
Achiver	300HGA06877, 301HGA06743

30. Sale Order received from Anvita Motors Order No – SO0002/16-17

(37AYZPS6047C1ZR)

Stock Item	Order Stock	Rate	Dis. Rate	(Engine Number)
Baring Ball Radial	800 Pc's	100/-		
Cylinder Head O-Ring Kit	1500 Pc's	80/-	2 %	
Engine Oil – 250ML	550 Pc's	300/-		
Achiver	3 Pc's	50,265.62	1 %	048HGC00542, 049HGC00517,300HGA06877
Glamour	5 Pc's	45685.16	1 %	027HGF05661, 01XH9F03012, 086HHB70552, 02XHGF46432, 183H4A03636
Maestro	5 Pc's	42,108.59	1 %	018HGJ10814, 025HGG11803, 027HGG11785, 017HGJ07211,012H9F14117

31. Amount paid to Stationery mart 2500 through ICICI Bank (Online)

32. Delivery to Anvita Motors Order No – SO0002/16-17

Stock Item	Order Stock	Rate	Dis.Rate	(Engine Number)
Baring Ball Radial	500 Pc's	100/-		
Cylinder Head O-Ring Kit	800 Pc's	80/-	2 %	
Engine Oil – 250ML	400 Pc's	300/-		
Achiver	2 Pc's	50,265.62	1 %	048HGC00542, 300HGA06877
Glamour	5 Pc's	45685.16	1 %	027HGF05661, 01XH9F03012, 086HHB70552,02XHGF46432, 183H4A03636
Maestro	5 Pc's	42,108.59	1 %	018HGG110814, 025HGG11803 027HGG11785, 017HGG07211 012H9F14117

33. Sale Order received from Sangavi Automobiles Order No – SO0001/16-17

(37AAFFJ9355G1Z1)

Stock Item	Order Stock	Rate
Baring Ball Radial	350 Pc's	100/-
Cylinder Head O-Ring Kit	500 Pc's	80/-
Engine Oil – 250ML	300 Pc's	300/-

34. Amount Received from Prasanthi 944

35. Petrol Expenses Paid 1000

36. Stock Delivery to Sangavi Automobiles Delivery No – DN0002/16-17

Stock Item	Order Stock	Rate
Baring Ball Radial	350 Pc's	100/-
Cylinder Head O-Ring Kit	500 Pc's	80/-
Engine Oil – 250ML	300 Pc's	350/-

37. Stock Sold to Sangavi Automobiles Delivery No – DN0002/16-17

Stock Item	Order Stock	Rate
Baring Ball Radial	350 Pc's	100/-
Cylinder Head O-Ring Kit	500 Pc's	80/-
Engine Oil – 250ML	300 Pc's	350/-

38. Stock Sold to Anvita Motors Delivery No – DN0001/16-17

Stock Item	Order Stock	Rate	Dis.Rate	(Engine Number)
Baring Ball Radial	500 Pc's	100/-		
Cylinder Head O-Ring Kit	800 Pc's	80/-	2 %	
Engine Oil – 250ML	400 Pc's	350/-		
Achiver	2 Pc's	50,265.62	1 %	048HGC00542, 300HGA06877
Glamour	5 Pc's	45,685.16	1 %	027HGF05661, 01XH9F03012, 086HHB70552,02XHGF46432, 183H4A03636
Maestro	5 Pc's	42,108.59	1 %	018HGG110814, 025HGG11803 027HGG11785, 017HGG07211 012H9F14117

39. Kotak OD Chq. 852373 Issued to Hero Company Spares 185000

40. Purchase order given to Hero Company Vehicles Order no PO-00586/16-17

Model	Qty (PC's)	Rate	Engine Numbers
Glamour	5 (PC's)	43,892.18	187H4A18591, 183H4A18666 300HGA17777, 301HGA14543 086HHB15852
Maestro	5 (PC's)	38,908.59	018H9F25871, 019H9F18561 012H9F18672, 025HGG19856 027HGG17586
Duet	5 (Pc's)	38,590.63	018H9F11171, 019H9F14581 012H9F17857, 025HGG16893 027HGG14855

41. Received from Hero Company Vehicles Order no PO-00586/16-17

Model	Qty (PC's)	Rate	Engine Numbers
Glamour	5 (PC's)	43,892.18	187H4A18591, 183H4A18666 300HGA17777, 301HGA14543 086HHB15852
Maestro	5 (PC's)	38,908.59	018H9F25871, 019H9F18561 012H9F18672, 025HGG19856 027HGG17586
Duet	5 (Pc's)	38,590.63	018H9F11171, 019H9F14581 012H9F17857, 025HGG16893 027HGG14855

42. Purchase from Hero Company Vehicles Order no PO-00586/16-17

Model	Qty (PC's)	Rate	Engine Numbers
Glamour	5 (PC's)	43,892.18	187H4A18591, 183H4A18666 300HGA17777, 301HGA14543 086HHB15852
Maestro	5 (PC's)	38,908.59	018H9F25871, 019H9F18561 012H9F18672, 025HGG19856 027HGG17586
Duet	5 (Pc's)	38,590.63	018H9F11171, 019H9F14581 012H9F17857, 025HGG16893 027HGG14855

43. Amount Received from Siva Traders 10000 (Online Transfer to ICICI Account)

44. Sale order received from KM Motors (37ABTPG2703L1ZE) Ord No. SO0015/16-17
with discount 1%

Model	Qty (PC's)	Rate	Engine Numbers
Glamour	4 (PC's)	45,685.16	187H4A18591, 300HGA17777 301HGA14543, 086HHB15852
Maestro	4 (PC's)	42,108.59	018H9F25871, 019H9F18561 025HGG19856, 027HGG17586
Duet	6 (Pc's)	40,790.62	018H9F11171, 019H9F14581 012H9F17857, 025HGG16893 027HGG14855, 023HGK21604

45. Kotak OD Chq. Issued to Shrika Services 150000 (852374)

46. Glamour Vehicle sold to Mani (187H4A03591) 57,197 with GST
 47. Glamour Vehicle sold to Sandeep (300HGA06877) 44,685.16 without GST Total amount
due to HDFC Finance
 48. Amount Received from mani 68616
 49. Life tax amount debited to mani & Sandeep 7851, 7852 (online payment through SBI)
 50. Insurance amount debited to mani & Sandeep 3568, 3570
 51. Chq. (458695) Received from sangavi Automobilies 100000 Chq. Deposited to Kotak
 52. Amount transfer to Kotak OD from Anvita Motors 500000
 53. Delivery to KM Motors Ord No. SO0015/16-17 with discount 1%

Model	Qty (PC's)	Rate	Engine Numbers
Glamour	4 (PC's)	44,685.16	187H4A18591, 300HGA17777 301HGA14543, 086HHB15852
Maestro	4 (PC's)	41,108.59	018H9F25871, 019H9F18561 025HGG19856, 027HGG17586
Duet	6 (Pc's)	40,790.62	018H9F11171, 019H9F14581 012H9F17857, 025HGG16893 027HGG14855, 023HGK21604

54. Sold to KM Motors Ord No. SO0015/16-17 with discount 1%

Model	Qty (PC's)	Rate	Engine Numbers
Glamour	4 (PC's)	44,685.16	187H4A18591, 300HGA17777 301HGA14543, 086HHB15852
Maestro	4 (PC's)	41,108.59	018H9F25871, 019H9F18561 025HGG19856, 027HGG17586
Duet	6 (Pc's)	40,790.62	018H9F11171, 019H9F14581 012H9F17857, 025HGG16893 027HGG14855, 023HGK21604

55. Kotak OD Chq. Issued to Hero Company 1500000 (852375)
 56. Cash Deposited to OD Account 200000
 57. Prasanthi HDFC Finance Amount Approved 37500 Received from Finance Company
 58. Online Transfer to MKP Cop (USA) on 21-07-2017 \$ 1000 (₹ 62.31/\$)
 59. Online Transfer to MKP Cop (USA) on 26-07-2017 \$ 1000 (₹ 62.31/\$)
 60. Online Transfer to MKP Cop (USA) on 31-07-2017 \$ 1000 (₹ 64.45/\$)