

BILLWISE DETAILS

Bill wise details are useful only for party ledgers for ex: ledger accounts classified Under **sundry debtor,sundry creditor**

ADVANTAGES OF BILLWISE DETAILS :

- *..BW details helps you to indentify the invoice with an appropriate reference number
- *.. The reference can then be used to allocate payments to the correct invoice to maintain an accurate account of outstanding.

→To activate the **billwise details**

1.set “**Maintain bill wise details**” to **Yes** in F11 feature as shown below

Company: BILLWISE COMPANY

Accounting Features

General	Invoicing
Integrate Accounts and Inventory ? Yes	Allow Invoicing ? Yes
Income/Expense Statement instead of P & L ? No	Enter Purchases in Invoice Format ? Yes
Allow Multi-Currency ? No	Use Debit/Credit Notes ? No
	Use Invoice mode for Credit Notes ? No
	Use Invoice mode for Debit Notes ? No

Outstanding Management

Maintain Bill-wise Details (for Non-Trading A/cs also) ? Yes	<u>Budgets & Scenario Management</u>
Activate Interest Calculation (use advanced parameters) ? No	Maintain Budgets and Controls ? No
	Use Reversing Journals & Optional Vouchers ? No

Cost/Profit Centres Management

Maintain Payroll ? No	<u>Other Features</u>
Maintain Cost Centres ? No	Enable Cheque Printing ? No
Use Cost Centre for Job Costing ? No	Set/Alter Cheque Printing Configuration ? No
More than ONE Payroll / Cost Category ? No	Allow Zero valued entries ? No
Use Pre-defined Cost Centre Allocations during Entry ? No	

F1: Accounts F2: Inventory F3: Statutory

→ **Create Sundry Creditor (under Sundry Creditors)**

Gateway of Tally → Accounts info → ledger → Create

Set “**Maintain balances bill-by-bill**” details to **Yes** while Creating the respective Ledger Masters as shown below

Ledger Creation		BILLWISE COMPANY		Ctrl + M
Name	: Sundry Creditors			Total Op. Bal.
(alias)	:			
Under	: Sundry Creditors (Current Liabilities)			
Maintain balances bill-by-bill	<input checked="" type="checkbox"/>			
Default Credit Period	:			
Inventory values are affected	:			
		Mailing Details		
		Name : Sundry Creditors		
		Address :		
		State :		
		PIN Code :		
		PAN / IT No. :		
		Sales Tax No. :		
		Tax Information		
		PAN / IT No. :		
		Sales Tax No. :		
Opening Balance (on 1-Apr-2007) :				

There are four types of bill reference

1. **New reference**

This is selected for the new transaction, for example for a new bill raised on your customer or raised on you by your supplier. you can give the voucher number.

2. **Against reference**

Select this when adjusting against a previous reference, i.e., adjusting against bill marked new reference

3. **Advance**

This is relevant when the money is received or paid in advance. You can adjust this advance amount while making the sale or purchase entry.

4. on account

On Account is selected when you are unable to mark a payment or a receipt against specific pending references. You need to do this in cases of lump sum payments where a number of bills are pending but you are unable to allocate the money to which bill it has to be adjusted

An example for New reference and Against reference billwise details

“BILLWISE COMPANY” is purchasing an item name **COMPUTER 10** Quantities of **Rs.100/qty** from **XYZ COMPANY** for **Rs.1000** on **1-4-2007**

And will make the payment for xyz company on **2-4-2007**.

Hence, BILL WISE details sub-screen comes up for party accounts during purchase entry appear as below when we mention the party, purchase and item details

Create XYZ company under **“Sundry creditors”**

“

Name : XYZ Company (alias) :		Total Op. Bal.
Enable balances bill-by-bill		
Under : Sundry Creditors (Current Liabilities)	Mailing Details	
Maintain balances bill-by-bill : Yes	Name : XYZ Company	
Default Credit Period :	Address :	
Inventory values are affected : ? No	State :	
	PIN Code :	
	Tax Information	
	PAN / IT No. :	

Create a Purchase ledger

Name : Purchase (alias) :		<u>Total Op. Bal.</u>
Under : Purchase Accounts	Inventory values are affected ? Yes	Mailing Details Name : Address : State : PIN Code : Tax Information PAN / IT No. : Sales Tax No. :
Opening Balance (on 1-Apr-2007) :		Accept ? Yes or No

Go to → Gateway of Tally → Accounting Vouchers

Accounting Voucher Creation		BILLWISE COMPANY		Ctrl + M
Purchase No. 1		1-Apr-2007		Sunday
Ref. :		Select the Party ledger		
Party's A/c Name : XYZ Company		Select the Purchase ledger		
Current Balance :				
Purchase Ledger : Purchase				
Name of Item	Quantity	Rate per	Amount	
Computer	10 nos	100.00 nos	1,000.00	
End of List	Select 10 number			
Select Stock	Give Rs. 100/ nos			
	Press Enter check next Screen			
Narration:	10 nos		1,000.00	

Bill-wise Details BILLWISE COMPANY Ctrl + M

Purchase No. 1 1-Apr-2007 Sunday

Ref. :

Party's A/c Name : XYZ Company

Bill-wise Details for : XYZ Company
Upto: Rs. 1,000.00 Cr

Type of Ref	Name	Due Date, or Credit Days (wef. 1-4-2007)	Amount	Dr/ Cr	Quantity	Rate per	Amount
New Ref	Method of Adj.		1,000.00	Cr	10 nos	100.00 nos	1,000.00
	Advance						
	Agst Ref						
	New Ref						
	On Account						
			1,000.00	Cr	10 nos		1,000.00

Select the New Ref

Bill-wise Details BILLWISE Company Ctrl + M

Purchase No. 2 1-Apr-2007 Sunday

Ref. :

Party's A/c Name : XYZ Company

Bill-wise Details for : XYZ Company
Upto: Rs. 1,000.00 Cr

Type of Ref	Name	Due Date, or Credit Days (wef. 1-4-2007)	Amount	Dr/ Cr	Quantity	Rate per	Amount
New Ref	ABC 001		1,000.00	Cr	10 nos	100.00 nos	1,000.00
			1,000.00	Cr	10 nos		1,000.00

NOTE:reference name has to be an number or alphabetic character that would identify the reference and help set it off later using against reference and it has to be unique

TO check the outstanding reports :

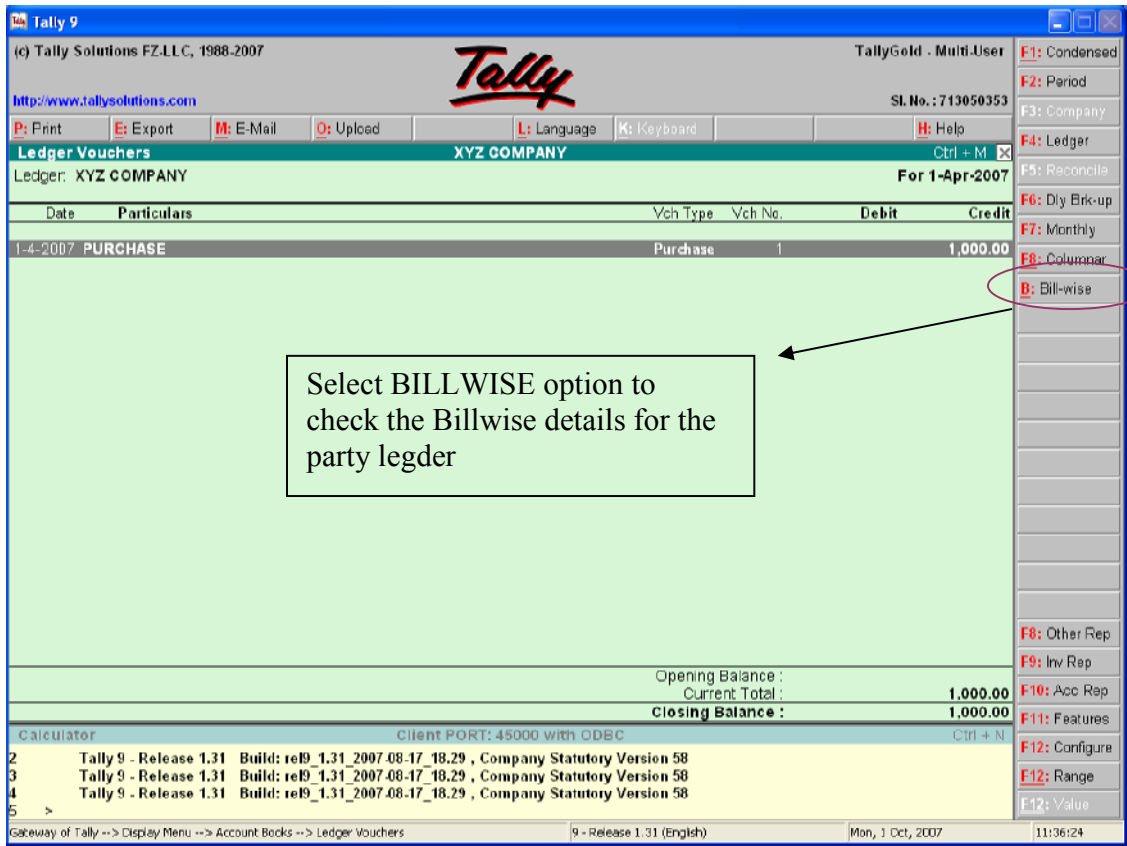
->Gate way of Tally ->Display->Statement of accounts->Outstanding->Ledger->Select the ledger XYZ COMPANY

Ledger Outstandings		XYZ COMPANY		Ctrl + M	
Ledger : XYZ COMPANY		For 1-Apr-2007			
Date	Ref. No.	Opening Amount	Pending Amount	Due on	Overdue by days
1-Apr-2007	ABC 001	1,000.00 Cr	1,000.00 Cr	1-Apr-2007	0

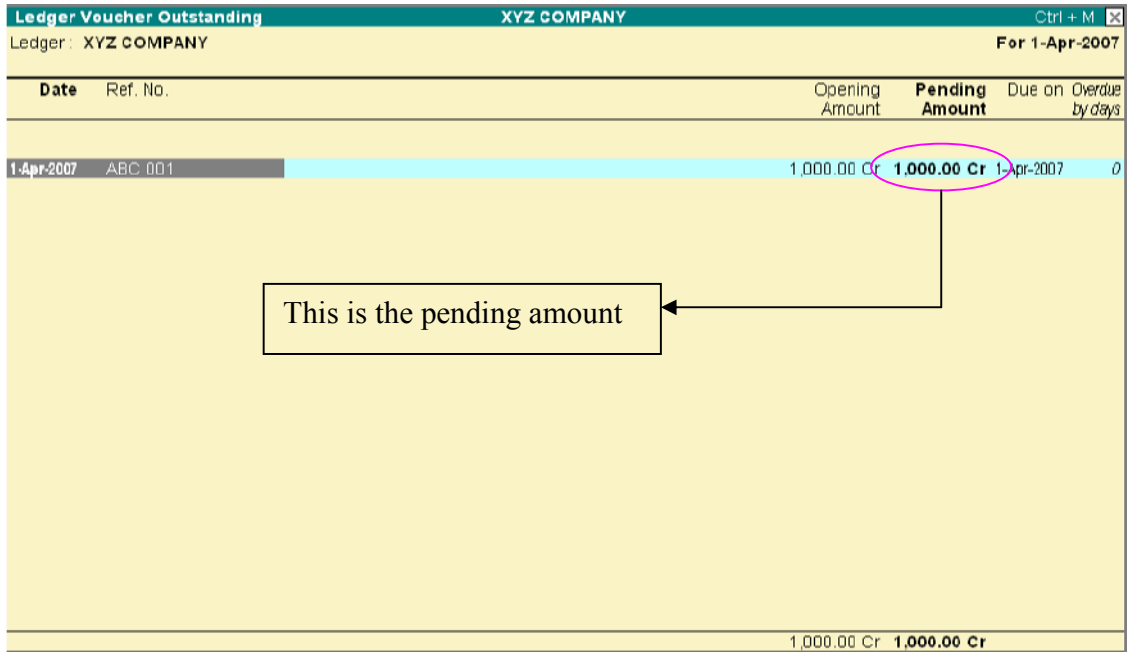
This the Ref no which we have mentioned during the purchase entry

To check the Billwise details of the ledger

->Gateway of Tally->Display->Accounts Book->Ledger->Select the ledger XYZ COMPANY



after selecting the BILLWISE option next screen will appear as shown below



example for “Against refernce”:

BILLWISE COMPANY makes the payment against the purchase bill Of Rs.1000”

→ Go to Gateway of Tally→ Accounting Vouchers→F5

→ Select Debit =XYZ compay Press Enter→ This screen will appear

The screenshot shows the 'Bill-wise Details' window for a payment of Rs. 1,000.00. The window title is 'BILLWISE Company'. The date is 1-Apr-2007, Sunday. The window contains a table with the following columns: Type of Ref, Name, Due Date, or Credit Days (wef: 1-4-2007), Amount, and Dr/Cr. The table has one row with 'Agst Ref' in the 'Type of Ref' column and '1,000.00' in the 'Amount' column. A dropdown menu is open for the 'Name' field, showing the following options: Advance, Agst Ref, New Ref, and On Account. An arrow points from the 'Agst Ref' option to a text box that says 'It will show all references' and 'Select the 'Agst ref''.

Type of Ref	Name	Due Date, or Credit Days (wef: 1-4-2007)	Amount	Dr/Cr
Agst Ref	Agst Ref		1,000.00	

“It will show all references”
Select the “Agst ref”

Bill-wise Details					XYZ COMPANY	Ctrl + M
Payment	No. 1					6-Apr-2007 Friday
Particulars					Debit	Credit
Bill-wise Details for : XYZ COMPANY Upto: Rs. 1,000.00 Dr					1,000.00	
Type of Ref	Name	Due Date, or Credit Days	Amount	Dr/ Cr		
Agst Ref						
Pending Bills						
			ABC 001	1-Apr-2007	1,000.00	Cr
					1,000.00	

Select the "ABC001"ref to set off the previous bill marked as new ref

NOTE:once the new reference is set off as against reference in the outstanding report it will not show as pending amount ...

To check the outstanding the report of the party ledger :

→Gateway of Tally→Display→Accounts Book→Ledger→Select the ledger XYZ COMPANY

Ledger Outstandings					XYZ COMPANY	Ctrl + M
Ledger : XYZ COMPANY						For 1-Apr-2007
Date	Ref. No.	Opening Amount	Pending Amount	Due on	Overdue by days	
Now it will not show any pending amount as the bill is cleared						

Example for advance reference :

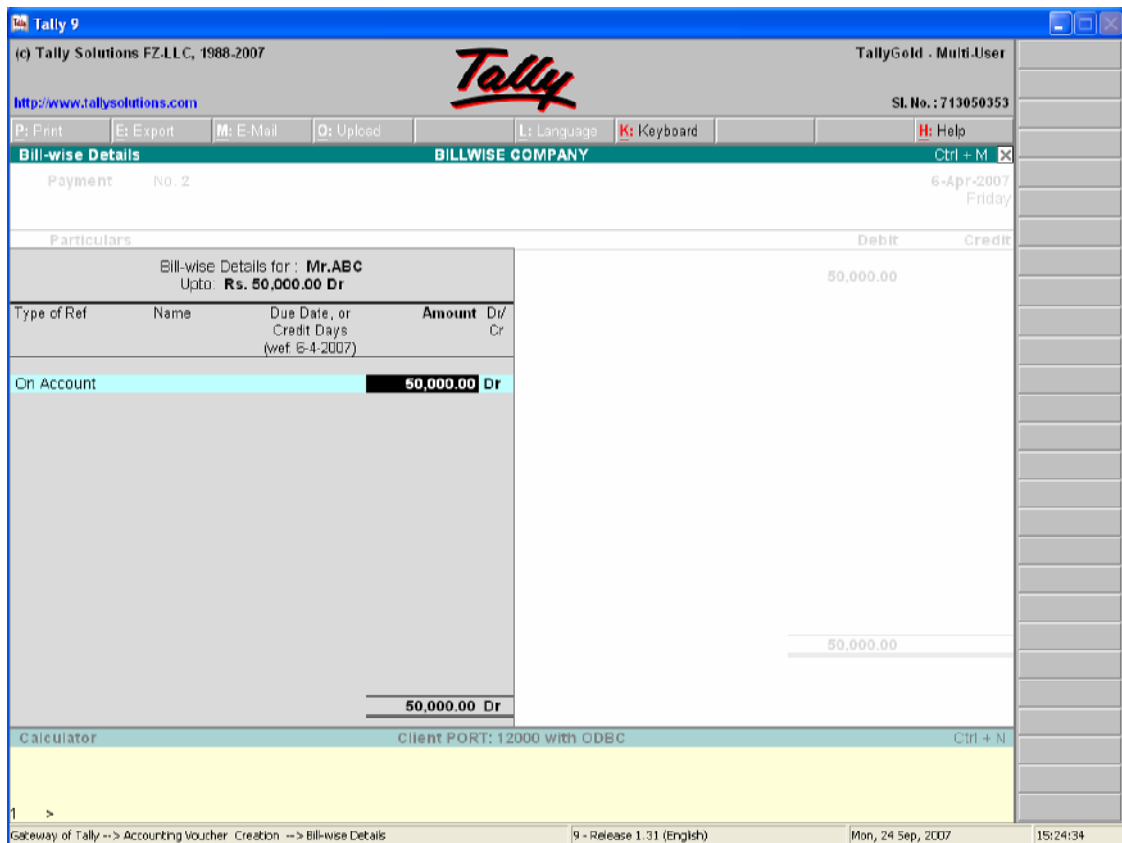
BILLWISE company is giving the advance amount of 1000rs on 5.-4-2007 for XYZ COMPANY

Particulars		Debit	Credit
Bill-wise Details for : XYZ COMPANY Upto: Rs. 1,000.00 Dr		1,000.00	
Type of Ref	Name	Due Date, or Credit Days (wef: 5-4-2007)	Amount Dr/ Cr
Advance	Advance		1,000.00 Dr
	Agst Ref		
	New Ref		
	On Account		
		1,000.00	
			1,000.00 Dr

“It will show all references”
Select the
“ADVANCE REF”

example for “on account “bill refernce:

→ BILLWISE COMPANY company received the amount of 50000rs from XYZ company



To check the outstanigns of the ledger:

Gateway of tally→Display→Statement of Accounts→Outstandings→Ledger→Select the ledger XYZ COMPANY then the screen appears as shwon below

Ledger Outstandings		XYZ COMPANY		Ctrl + M	
Ledger : XYZ COMPANY		1-Apr-2007 to 6-Apr-2007			
Date	Ref. No.	Opening Amount	Pending Amount	Due on	Overdue by days
6-Apr-2007	On Account		50,000.00 Dr	50,000.00 Dr	

This is the ref which we have mentioned when billwise company recvied the amount from xyz company

Maintaining bill wise details helps you to obtain information on Pending bills, bills Due, Overdue bills etc and reports such as Outstanding Analysis and Ageing Analysis. To get these reports

Go to **Gateway of Tally > Display > Statement of Accounts > Outstandings > select payable or recievable**

to view the bill wise details in the party ledger

GTW → DISPLAY → ACCOUNTS BOOK → LEDGER → SELECT THE LEDGER

Then press ALT+B or click on the bill wise option it will show the bills which are pending

Tally 9

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P: Print E: Export M: E-Mail O: Upload L: Language K: Keyboard H: Help

Ledger Voucher Outstanding BILLWISE COMPANY Ctrl + M

Ledger: BILLWISE COMPANY 1-Apr-2007 to 7-Apr-2007

Date	Ref. No.	Opening Amount	Pending Amount	Due on Overdue by days
1-Apr-2007	1	10,000.00 Cr	11,000.00 Cr	1-Apr-2007 0
	Sub Total	10,000.00 Cr	11,000.00 Cr	
1-Apr-2007	On Account	50,000.00 Dr	50,000.00 Dr	
		40,000.00 Dr	39,000.00 Dr	

Calculator Client PORT: 12000 with ODBC Ctrl + N

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Gateway of Tally --> Display Menu --> Account Books --> Ledger Vouchers --> Ledger Voucher Outstanding 9 - Release 1.31 (English) Mon, 24 Sep, 2007 15:59:57

F1: Detailed

F2: Period

F3: Company

F4: Ledger

F6: Age wise

C: Contact

F8: Other Rep

F9: Inv Rep

F10: Acc Rep

F11: Features

F12: Configure

F12: Range

F12: Value