

# Tabs

- Bank/cash statement header
- Bank/cash statement line

# Bank/cash statement header

The screenshot shows a 'Bank/Cash Statement' form with the following fields and controls:

- Client:** XYZ Foundation
- Organization:** (Dropdown menu)
- Bank Account:** (Dropdown menu)
- Name:** 2020-05-18 13:24:19
- Statement date:** 18/05/2020 (Calendar icon)
- Account Date:** 18/05/2020 (Calendar icon)
- Description:** (Text field)
- Active**
- Manual**
- Beginning Balance:** 0.00 (Currency icon)
- Statement difference:** 0.00
- Ending balance:** 0.00
- Reference:**
  - EFT Statement Reference:** (Text field)
  - EFT Statement Date:** (Text field)
- Status:**
  - Document Status:** Drafted
  - Approved**
- Buttons:** 'Create lines from' and 'Document Action' (with a gear icon)

## Critical Fields:

1. Bank Account: Select Bank account to do the reconciliation
2. Name: This field show you the date & Time you created the document. User can override the content.
3. Statement date: The date when you going to do the reconciliation
4. Account Date: The date will post on the accounting fact
5. Beginning Balance: Amount will show the previous day or previous document closing balance for the same document.

## Critical & onetime setup fields:

1. Organization: This field is used to select the organization

## Non-Critical Fields:

1. Statement difference: This field shown the difference between the begining balance and ending balance.

2. Ending balance: The sum of Beginning balance and the statement difference.

3. EFT Statement Reference: Electronic fund transfer statement reference

4. EFT Statement Date: date of fund transfer.

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## **Serial number/Lot number (ASI):**

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## **Zoom conditions:**

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## **Validation:**

# Bank/cash statement line

Bank/Cash Statement > Statement Line 1/7

Client: XYZ Foundation Organization: HQ

Bank Statement: 2019-03-18 17:13:28

Line No: 10

Description: |

Active  Manual

Statement Line Date: 22/01/2019 Account Conversion Date: 22/01/2019

Effective date: 22/01/2019

Statement amount: 20,000.00 Payment: 1000000\_22/01/2019\_20000.00\_-1

Transaction Amount: 20,000.00 Currency: INR

Charge amount: 0.00

Interest Amount: 0.00

Reference No:

Memo:

▼ Reference

Business Partner: CSE India pvt ltd Invoice: 100000\_22/01/2019\_20000.00

EFT Trx ID: EFT Trx Type:

EFT Check No: EFT Reference:

EFT Memo:

EFT Payee: EFT Payee Account:

EFT Statement Line Date: EFT Effective Date:

EFT Currency: EFT Amount: 0.00

## Critical Fields:

1. Statement Line Date: Transaction date on the bank
2. Account conversion Date: Account posting date.
3. Effective Date: Date when the money is available.
4. Statement amount: Enter the statement amount shown in the bank statement.
5. Transaction amount: Enter the amount done by the transaction.
6. Charge amount: Used to maintain the penalty/debt occur the staement.

7. Interest amount: enter the bank interest amount occur in the statement.

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## **Critical & onetime setup fields:**

1. Organization: This field is used to select the organization

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## **Non-Critical Fields:**

1. Payment: Select the payment/receipt document number as reference.

2. Reference no: Bank reference/transaction number

3. Memo: Maintain the content for the special notes

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## **Serial number/Lot number (ASI):**

## **Zoom condition's**

## **Customization**