

Opening Bank balance

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Reference:

<https://docs.google.com/spreadsheets/d/108MmcjRRBhbKLNdYTCzZzCbwr47Ti1Bm/edit#>

Receipt:

Home (162622) Receipt: 1000499 x

Client: XYZ Foundation Organization: XYZ Offsite
Document No: 1000499 Bank Account: XYZ Bank_Indian Bank_-1
Document Type: AP Payment Receipt
Transaction Date: 23/03/2022 Account Date: 23/03/2022
Description:

Reference

Business Partner: Stylo gold unit A Partner Bank Account:
Order: Invoice:
Charge: Project:
Activity:

Allocate Allocations

1 Records

Organization	Payment	Active	Invoice	Invoice Amt	Amount	Discount Amount	Write-off Amount	Over/Under Payment	R
XYZ Offsite	1000499 23/03/2022 10...								

Bank/Cash Statement:

Home (162622) Bank/Cash Statement: Invoic... x

Client: XYZ Foundation Organization: MainHQ
Bank Account: Main Bank_Indian Bank_-1
Name: Invoice No 150023
Statement date: 25/11/2020 Account Date: 25/11/2020
Description:
 Active Manual
Beginning Balance: 618,866.52
Statement difference: -330,811,418.57
Ending balance: -330,192,552.05

Reference

Status

Statement Line

80 Records

Organization	Bank Statement	Line	Description	Active	Manual	Statement Line Date	Account Conversion Date	Effective date
MainHQ	Invoice No 150023	10		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	05/10/2020	05/10/2020	01/07/2020

STEPS TO FOLLOW :

- 1) Once received the file from the Customer to upload Bank Opening Balance
- 2) Need to maintain it in the Drive
- 3) As per the reference need to compare the Bank balance file with TB
- 4) Once it is verified and it is the same we can proceed with updating the opening bank balance in the system.
- 5) As shown in the Image Receipt Need to create a bank account and in the receipt need to choose the particular bank account and opening date.
- 6) In the BP field need to choose as bank transfer and in the charge field need to choose Opening balance
- 7) In the payment amount field need to update the opening balance of the Bank.
- 8) Once it is done as per the image 2 need to create Bank / Cash statement
- 9) In bank / Cash statement need to choose the particular bank account
- 10) Through create lines from the field need to choose the Receipt which is created for the bank account and for the date.
- 11) It will automatically updates the Begining balance and closing balance check with that and we can complete the document.