

PREPARATION AND MAINTANANCE OF ZOHO BOOKS FOR DREAM HOUSE REALITY

PROJECT SCREENSHOT

1.COMPANY CREATION



Zoho
Books

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Company Name

Email Address

Password

India ▾

Tamil Nadu ▾

Your data will be in US data center.

I agree to the [Terms of Service](#) and [Privacy Policy](#).

CREATE ACCOUNT

11:54 LTE2 88%

[accounts.zoho.com/signin?](#)

Sign in
to access Books

Email address or mobile number

Next

[Forgot Password?](#)

Sign in using

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☰ ☰ <

Home

Items

Banking

Sales

Purchases

Time Tracking

e-Way Bills

GST Filing

Accountant

Reports

Documents

More Features

Hello, 21ucc049
Dream house realty

Dashboard Getting Started Recent Updates Announcements

Total Receivables

Total Unpaid Invoices ₹0.00

CURRENT	OVERDUE
₹0.00	₹0.00

Total Payables

Total Unpaid Bills ₹10,00,000.00

CURRENT	OVERDUE
₹0.00	₹10,00,000.00

Cash Flow

This Fiscal Year

Cash as on 01/04/2023 ₹0.00

Incoming ₹5,00,000.... +

Outgoing ₹27,00,000... -

Cash as on 31/03/2024 ₹-22,00,00... =

Income and Expense

This Fiscal Year

Accrual Cash

Total Income ₹0.00

Total Expenses ₹0.00

Have questions? Ask away!

2.ITEM CREATION

We've sent an email to 21ucc049@msnpioneercollege.edu.in. Please verify it to start invoicing your clients. [RESEND VERIFICATION EMAIL](#)

New Item

Type Goods Service

Name*

Unit

HSN Code

Tax Preference* Taxable

Sales Information

Selling Price* INR

Account* Sales

Description

Default Tax Rates

Intra State Tax Rate Select a Tax

Inter State Tax Rate Select a Tax

Purchase Information

Cost Price* INR

Account* Cost of Goods Sold

Description

Preferred Vendor

Do you want to keep track of this item? Enable Inventory to view its stock based on the sales and purchase transactions you record for it. Go to [Settings > Preferences > Items](#) and enable inventory.

[Save](#) [Cancel](#)

We've sent an email to 21ucc049@giitsnlpioneercollege.edu.in. Please verify it to start invoicing your clients. [RESEND VERIFICATION EMAIL](#)

Books You are cur... Upgrade Dream house realty

[Home](#) [Items](#) [Banking](#) [Sales](#) [Purchases](#) [Time Tracking](#) [e-Way Bills](#) [GST Filing](#) [Accountant](#) [Reports](#) [Documents](#) [More Features](#)

Active Items

	NAME	DESCRIPTION	RATE	HSN/SAC	USAGE UNIT	
<input type="checkbox"/>	Sand		0		Tonne	
<input type="checkbox"/>	Iron and steel		0		kg	
<input type="checkbox"/>	Cement		0		pcs	
<input type="checkbox"/>	Bricks		0		pcs	
<input type="checkbox"/>	Real Estate Development		₹5,000.00		ft	

[+ New](#)

3.VENDOR CREATION

The screenshot shows a software application window titled "Books". The left sidebar contains a navigation menu with various options like Home, Items, Banking, Sales, Purchases, Vendors (which is selected), Expenses, Purchase Orders, Bills, Payments Made, Vendor Credits, Time Tracking, e-Way Bills, GST Filing, Accountant, Reports, Documents, and More Features. The main content area is titled "New Vendor". It has sections for "Primary Contact", "Vendor Display Name*", "Vendor Email", "Vendor Phone", "Other Details" (which is currently active), "GST Treatment*", "PAN", "Source Of Supply*", "Currency", "Opening Balance", "Payment Terms", and "TDS". At the bottom, there are "Save" and "Cancel" buttons.

New Vendor

Primary Contact ⓘ

Salutation

First Name

Last Name

Company Name

Vendor Display Name* ⓘ

Vendor Email ⓘ

Vendor Phone ⓘ

Work Phone

Mobile

Other Details

Address

Contact Persons

Bank Details

Custom Fields

Reporting Tags

Remarks

GST Treatment*

Select a GST treatment

PAN ⓘ

Source Of Supply*

Currency

INR- Indian Rupee

Opening Balance

INR

Payment Terms

Due on Receipt

TDS

Select a Tax

Add more details

Save Cancel

Books

Search in Vendors /

You are cur... Upgrade

Dream house realty

Home

Items

Banking

Sales

Purchases

Vendors

Expenses

Purchase Orders

Bills

Payments Made

Vendor Credits

Time Tracking

e-Way Bills

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Active Vendors

Update GST details for 1 vendors

+ New

?

NAME	COMPANY N...	EMAIL	WORK PHONE	SOURCE OF ...	PAYABLES (B...)	UNUSED CRE...
Priya traders	Priya traders			Tamil Nadu	₹10,00,000.0	₹0.00
Kaviya cement traders	Kaviya cement traders				₹0.00	₹2,00,000.00

4.PURCHASE ORDER CONVERT INTO BILL

Books
Search in Purchase Order
You are cur... Upgrade + | 🔍 | ⚙️ | dream homes realty ▾

Home
Items
Banking
Sales
Purchases
Purchase Orders
Bills
Payments Made
Vendor Credits
Time Tracking
e-Way Bills
GST Filing
Accountant
Reports
Documents
More Features

Vendor Name* x INR

BILLING ADDRESS Add new address SHIPPING ADDRESS Add new address

GST Treatment: Registered Business - Regular gst
GSTIN: 33AAAAA0000A15Z gst

Source Of Supply* [TN] - Tamil Nadu

Destination Of Supply* [TN] - Tamil Nadu

Deliver To* Organization Customer
sanmugamstore1941 gst
Tamil Nadu
India ,
Change destination to deliver

Purchase Order#*

Reference#

Date

Expected Delivery Date Payment Terms Due on Receipt

Shipment Preference Choose the shipment preference

This transaction is applicable for reverse charge

Tax Exclusive At Transaction Level Bulk Update Line items

ITEM DETAILS	ACCOUNT	QUANTITY	RATE	TAX
Bricks Add a description to your item	Cost of Goods Sold	1 ft	1500	GST Recent Transactions
SERVICE SAC: 9974 gst				
+ Add another line		Sub Total Total Quantity : 1 1,500.00		
		Discount 0 %	0.00	
		CGST9 (9%) 135.00		
		SGST9 (9%) 135.00		
		Total Tax Amount 270 INR	0.00	
		Adjustment 0	0.00	
Customer Notes Will be displayed on purchase order		TCS Select a ...	0	
		Total (₹) 1,770.00		

All Bills									
	DATE	BILL#	REFERENC...	VENDOR N...	STATUS	DUEDATE	AMOUNT	BALANCE ...	Q
<input type="checkbox"/>	28/09/2023	03	PO-00003	Iyyer iron and steel traders	OVERDUE BY 15 DAYS	28/09/2023	₹1,180.00	₹1,180.00	
<input type="checkbox"/>	28/09/2023	02	PO-00002	Bhavya cement traders	OVERDUE BY 15 DAYS	28/09/2023	₹590.00	₹590.00	
<input type="checkbox"/>	28/09/2023	01	PO-00001	juniper traders	OVERDUE BY 15 DAYS	28/09/2023	₹1,770.00	₹1,770.00	

5.CUSTOMER CREATION

Home Items Banking Sales Customers Quotes Sales Orders Delivery Challans Invoices Payments Received Recurring Invoices Credit Notes Purchases Time Tracking e-Way Bills GST Filing Accountant Reports Documents More Features

Edit Customer

Customer Type: Business Individual

Primary Contact: Saluta Last Name:

Company Name:

Customer Display Name*:

Customer Email:

Customer Phone:

Other Details	Address	Contact Persons	Custom Fields	Reporting Tags	Remarks
GST Treatment*	Registered Business - Reg... <input type="button" value="Get Taxpayer details"/>				
GSTIN / UIN*	33AAAAA0000A15Z <input type="button" value="Get Taxpayer details"/>				
Business Legal Name	<input type="text"/>				
Business Trade Name	<input type="text"/>				
PAN	AAAAA0000A				
Place Of Supply*	[TN] - Tamil Nadu <input type="button" value="Get Address details"/>				
Tax Preference*	<input checked="" type="radio"/> Taxable <input type="radio"/> Tax Exempt				
Currency	INR- Indian Rupee <input type="button" value="Get Rates details"/>				
Payment Terms	Due on Receipt <input type="button" value="Get Details details"/>				
Portal Language	<input type="button" value="English"/>				

Add more details

Customer Owner: Assign a user as the customer owner to provide access only to the data of this customer. [Learn More](#)

6.INVOICES

Books Search in Invoices (/) You are cur... Upgrade dream homes realty X

- Home
- Items
- Banking
- Sales
 - Customers
 - Quotes
 - Sales Orders
 - Delivery Challans
 - Invoices + New
 - Payments Received
 - Recurring Invoices
 - Credit Notes
- Purchases
- Time Tracking
- e-Way Bills
- GST Filing
- Accountant
- Reports
- Documents
- More Features

INV-000002

Attachments Comments & History X

Edit Send Share PDF/Print Record Payment

Credits Available: ₹2,00,000.00 Apply Now

Send the invoice
Invoice has been created. You can email it to your customer or mark it as sent.

Send Invoice Mark as Sent

Associated sales orders 1

Draft

dream homes realty
Tamil Nadu
India
GSTIN 33AAAAA0000A15Z
sanmugamstore1941@gmail.com

		TAX INVOICE						
#		Item & Description	HSN/SAC	Qty	Rate	CGST %	SGST %	Amount
1	Real Estate Development	997217	1.00 ft	5,000.00	9% 450.00	9% 450.00	5,000.00	
Total In Words Indian Rupee Five Thousand Nine Hundred Only						Sub Total	5,000.00	
						CGST 9%	450.00	
						SGST 9%	450.00	
						Total	₹5,900.00	
						Balance Due	₹5,900.00	

Authorized Signature

Template : 'Spreadsheet Template' Change

Journal

Journal entries will not be available for Invoices in the Draft state.

7.BANK

Search in Banking (/) You are cur... Upgrade + | dream homes realty | ⋮

ICICI Bank Account Number: xxxx0001 Add Transaction Import Statement ⋮ X

Amount in Zoho Books: ₹2,000.00

DATE	REFERENCE#	TYPE	STATUS	DEPOSITS	WITHDRAWALS	RUNNING BALA...
29/09/2023		Vendor Payment	Manually Added Vendor: Juniper traders.		₹3,000.00	₹2,000.00
29/09/2023		Vendor Payment	Manually Added Vendor: Bhavya cement traders.		₹2,95,000.00	₹5,000.00
29/09/2023		Customer Payment	Manually Added Customer: Techwise solutions pvt ltd.	₹2,00,000.00		₹3,00,000.00
29/09/2023		Customer Payment	Manually Added Customer: DigitalEdge Technologies pvt ltd.	₹1,00,000.00		₹1,00,000.00

8.MANUAL JOURNAL

Books Search (/) You are cur... Upgrade dream homes realty

Edit Journal

Date* 29/09/2023

Journal#* 2

Reference#

Notes* salary paid for april 2023

Journal Type Cash based journal

Currency INR- Indian Rupee

ACCOUNT	DESCRIPTION	CONTACT (INR)	DEBIT:
Salaries and Employee Wages	being salary paid for april 2023	Select Contact	250000
Employee Advance	being salary paid for april 2023	Select Contact	

Add another line

Sub Total 25,00,000.00

Total (₹) 25,00,000.00

Difference 0.00

Attachments

You can upload a maximum of 5 files, 5MB each.

Save **Cancel**

9.EXPENSES

The screenshot shows the Zoho Books software interface for recording expenses. The left sidebar contains navigation links for Home, Items, Banking, Sales, Purchases, Vendors, Expenses (selected), Purchase Orders, Bills, Payments Made, Vendor Credits, Time Tracking, e-Way Bills, GST Filing, Accountant, Reports, Documents, and More Features. The main area is titled 'Record Expense' and includes fields for Date*, Expense Account*, Amount*, Paid Through*, Expense Type*, SAC, Vendor, GST Treatment*, Source Of Supply*, Destination Of Supply*, Reverse Charge (with a checkbox for 'This transaction is applicable for reverse charge'), Tax, Invoice#, Notes (with a character limit of 500), Customer Name, Reporting Tags, and Associate Tags. At the bottom are buttons for Save (alt+s), Save and New (alt+n), and Cancel.

Books

Search in Expenses (ctrl+f)

You are cur... Upgrade + | Dream house realty | ?

Record Expense Record Mileage

Date*

15/10/2023

Expense Account*

Select an account

Amount*

INR

Paid Through*

Select an account

Expense Type*

Goods Services

SAC

Vendor

GST Treatment*

Source Of Supply*

Destination Of Supply*

[TN] - Tamil Nadu

Reverse Charge

This transaction is applicable for reverse charge

Tax

Select a Tax

Invoice#*

Notes

Max. 500 characters

Customer Name

Reporting Tags

Associate Tags

Save (alt+s) Save and New (alt+n) Cancel

Books

Search in Expenses /

You are cur... Upgrade + ⚙️ Dream house realty ⚙️ ⚙️

All Expenses

	DATE	EXPENSE ...	REFERENC...	VENDOR N...	PAID THRO...	CUSTOME...	STATUS	AMOUNT
<input type="checkbox"/>	17/09/2023	Salaries and Employee Wages	INV-000002		Salary payable		NON-BILLABLE	₹2,36,000.00

Home

Items

Banking

Sales

Purchases

Vendors

Expenses

- Purchase Orders
- Bills
- Payments Made
- Vendor Credits

Time Tracking

e-Way Bills

GST Filing

Accountant

Reports

Documents

More Features

10.REPORT

Dream house realty

Balance Sheet

Basis: Accrual

As of 31/03/2024

Account	Total
Assets	
Current Assets	
Bank	
ICICI Bank-001	-25,00,000.00
Kotak Mahindra Bank	3,00,000.00
Total for Bank	-22,00,000.00
Other current assets	
Prepaid Expenses	12,00,000.00
Reverse Charge Tax Input but not due	1,80,000.00
Input Tax Credits	0.00
Input CGST	18,000.00
Input SGST	18,000.00
Total for Input Tax Credits	36,000.00
Total for Other current assets	14,16,000.00
Total for Current Assets	-7,84,000.00
Total for Assets	-7,84,000.00
Liabilities & Equities	
Liabilities	
Current Liabilities	
Accounts Payable	10,00,000.00
Salary payable	2,36,000.00
Unearned Revenue	5,00,000.00
GST Payable	0.00
Output CGST	90,000.00
Output SGST	90,000.00
Total for GST Payable	1,80,000.00
Total for Current Liabilities	19,16,000.00
Total for Liabilities	19,16,000.00
Equities	

Account	Total
Current Year Earnings	-27,00,000.00
Total for Equities	-27,00,000.00
Total for Liabilities & Equities	-7,84,000.00

**Amount is displayed in your base currency INR.

Dream house realty

A/P Aging Summary

As of 20/09/2023

Vendor Name	Current	1 - 15 Days	16 - 30 Days	31 - 45 Days	> 45 Days	Total	FCY
Priya traders	₹0.00	₹0.00	₹0.00	₹0.00	₹10,00,000.00	₹10,00,000.00	₹10,00,000.00
Total	₹0.00	₹0.00	₹0.00	₹0.00	₹10,00,000.00	₹10,00,000.00	

Dream house realty

Profit and Loss

Basis: Accrual

From 01/04/2023 To 31/03/2024

Account	Total
Operating Income	
Total for Operating Income	0.00
Cost of Goods Sold	
Total for Cost of Goods Sold	0.00
Gross Profit	0.00
Operating Expense	
Salaries and Employee Wages	27,00,000.00
Total for Operating Expense	27,00,000.00
Operating Profit	-27,00,000.00
Non Operating Income	
Total for Non Operating Income	0.00
Non Operating Expense	
Total for Non Operating Expense	0.00
Net Profit/Loss	-27,00,000.00

**Amount is displayed in your base currency INR

GSTR-3B Summary

From 01/04/2023 To 31/03/2024

3.1 Details of Outward Supplies and inward supplies liable to reverse charge

Nature of Supply	Taxable Value	Integrated Tax	Central Tax	State/UT Tax	CESS Tax
1	2	3	4	5	6
(a) Outward taxable supplies (other than zero rated, nil rated and exempted)	₹0.00	₹0.00	₹0.00	₹0.00	₹0.00
(b) Outward taxable supplies (zero rated)	₹0.00	₹0.00			₹0.00
(c) Other outward supplies (Nil rated, exempted)	₹0.00				
(d) Inward supplies (liable to reverse charge)	₹10,00,000.00	₹0.00	₹90,000.00	₹90,000.00	₹0.00
(e) Non-GST outward supplies	₹0.00				
Total value	₹10,00,000.00	₹0.00	₹90,000.00	₹90,000.00	₹0.00

3.1.1 Details of supplies notified under sub-section (5) of section 9 of the Central Goods and Services Tax Act

Description	Taxable Value	Integrated Tax	Central Tax	State/UT Tax	CESS Tax
1	2	3	4	5	6
(i) Taxable supplies on which electronic commerce operator pays tax under Sub-section (5) of Section 9 [To be furnished by the electronic commerce operator]	0	0	0	0	0
(ii) Taxable supplies made by the registered person through electronic commerce operator, on which electronic commerce operator is required to pay tax under Sub-section (5) of Section 9 [To be furnished by the registered person making supplies through electronic commerce operator]	₹0.00				

3.2 Of the supplies shown in 3.1 (a) above, details of inter-State supplies made to unregistered persons, composition taxable persons and UIN holders

	Place Of Supply	Taxable Value	Integrated Tax		
1	2	3	4		
Supplies made to Unregistered Persons					
Supplies made to Composition Taxable Persons					
Supplies made to UIN holders					
We are not tracking supplies made to UIN holders					

4. Eligible ITC

Details	Integrated Tax	Central Tax	State/UT Tax	CESS Tax
1	2	3	4	5
(A) ITC Available (whether in full or part)				
(1) Import of Goods				
(2) Import of Services				
(3) Inward supplies liable to reverse charge (other than 1 & 2 above)				
(4) Inward supplies from iSD				
(5) All other ITC				

5. Values of exempt, nil-rated and non-GST inward supplies

Nature of Supply	Inter-State Supplies	Intra-State Supplies
1	2	3
Composition Scheme, Exempted, Nil Rated	₹0.00	₹0.00
Non-GST supply	₹0.00	₹0.00

Dream house realty

Cash Flow Statement

From 01/10/2023 To 31/10/2023

Account	Account Code	Total
Beginning Cash Balance		-22,00,000.00
Cash Flow from Operating Activities		
Net Income		0.00
Net cash provided by Operating Activities		0.00
Cash Flow from Investing Activities		
Net cash provided by Investing Activities		0.00
Cash Flow from Financing Activities		
Net cash provided by Financing Activities		0.00
Net Change in cash		0.00
Ending Cash Balance		-22,00,000.00

**Amount is displayed in your base currency INR

Dream house realty

Movement Of Equity

Basis: Accrual

From 01/10/2023 To 31/10/2023

Account	Total
Opening Balance	-27,00,000.00
Changes in Equity	
Net Changes in Equity	
Closing Balance	-27,00,000.00

Amount is displayed in your base currency **INR