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OCT



### Last chance to avail GST ITC for FY 2022-23

Join us for an insightful webinar with CA Bimal Jain focused on helping you optimise your GST Input Tax Credit (ITC) benefits for the financial year 2022-23.

Register Now

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OCT



### What's New in Zoho Books - October 2023

In keeping with our mission to deliver a streamlined accounting experience to our users, we're back with the latest set of features and enhancements. Read our forum post and get up to speed with what's new in Zoho Books this October!

Read What's New

- Home
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- e-Way Bills
- GST Filing
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- Payroll

Active Items

+ New

...

?

<input type="checkbox"/>	NAME	DESCRIPTION	RATE	HSN/SAC	USAGE UNIT	
<input type="checkbox"/>	Corporate travel		₹5,000.00	990555		
<input type="checkbox"/>	Family Travel		₹10,000.00	998555		
<input type="checkbox"/>	Educational and learning tours		₹2,000.00	998555		
<input type="checkbox"/>	Transportation purchases		0	998555		
<input type="checkbox"/>	Accommodation bookings		0	998555		
<input type="checkbox"/>	Tour and Activity utilities		0	998555		

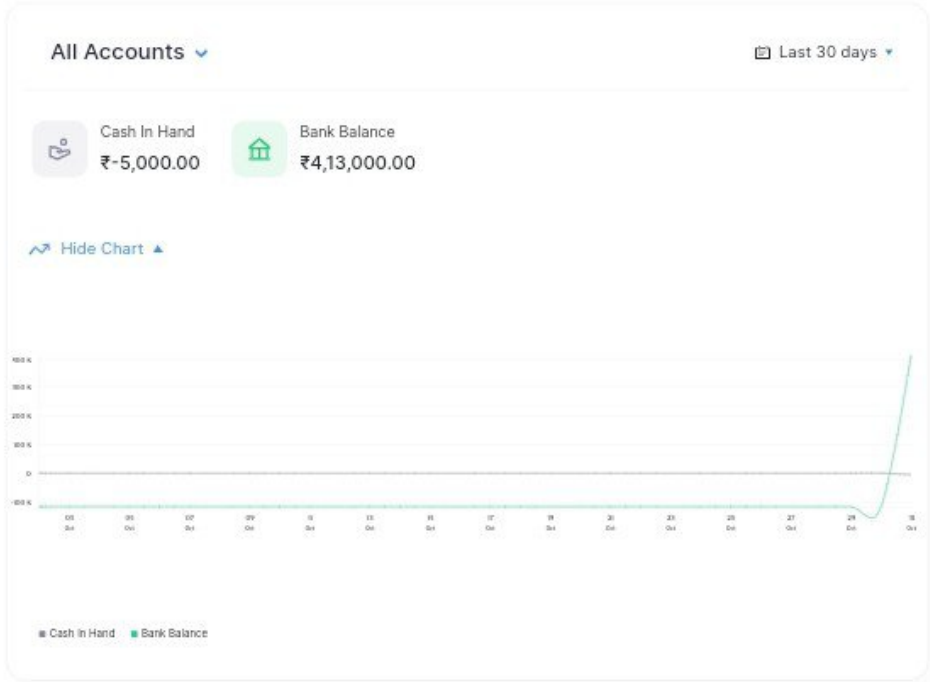
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# Banking Overview

Auto-upload bank statements from email Import Statement Add Bank or Credit Card ?

### Auto-upload bank statements from email

● Enable Auto-upload in Zoho Books ● Set up Auto-forwarding ● Add Statements to Bank [Set up Now](#)



## Active Accounts

ACCOUNT DETAILS	UNCATEGORIZED	PENDING CHECKS	AMOUNT IN BANK	AMOUNT IN ZOHO BOOKS
ICICI Bank-001 xxxx0001			₹0.00	₹4,13,000.00
Petty Cash			₹0.00	₹-5,000.00
Undeposited Funds			₹0.00	₹0.00

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All Purchase Orders

+ New

	DATE	PURCHAS...	REFERENC...	VENDOR N...	STATUS	BILLED ST...	AMOUNT	EXPECTED...	
<input type="checkbox"/>	05/04/2023	PO-00001		Dream Resorts & Hotels Pvt Ltd	CLOSED	BILLED	₹2,36,000.00		

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Active Vendors

+ New

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	NAME	COMPANY NAME	EMAIL	WORK PHONE	SOURCE OF SUPPL
	Travel retailers & wholeseller	Travel retailers & wholeseller	rw33@gmail.com	9876543210	Tamil Nadu
	Dream Resorts & Hotels Pvt Ltd	Dream Resorts & Hotels Pvt Ltd	drh33@gmail.com	8765432190	Tamil Nadu
	Go Airlines pvt ltd	Go Airlines pvt ltd	ga33@gmail.com	9876543201	Tamil Nadu

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All Bills

+ New

<input type="checkbox"/>	DATE	BILL#	REFERENC...	VENDOR N...	STATUS	DUE DATE	AMOUNT	BALANCE ...	Q
<input type="checkbox"/>	10/04/2023	03	10/04/2023	Go Airlines pvt ltd	PAID	10/04/2023	₹4,72,000.00	₹0.00	
<input type="checkbox"/>	10/04/2023	02		Travel retailers & wholeseller	PAID	10/04/2023	₹1,18,000.00	₹0.00	
<input type="checkbox"/>	30/10/2023	01	PO-00001	Dream Resorts & Hotels Pvt Ltd	PAID	31/10/2023	₹2,36,000.00	₹0.00	

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	DATE	EXPENSE ...	REFERENC...	VENDOR N...	PAID THRO...	CUSTOME...	STATUS	AMOUNT	
	31/10/2023	Other Expenses			Petty Cash		NON-BILLABLE	₹5,000.00	
	30/04/2023	Rent Expense	001		ICICI Bank-001		NON-BILLABLE	₹1,18,000.00	

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All Invoices

	DATE	INVOICE#	ORDER NU...	CUSTOME...	STATUS	DUE DATE	AMOUNT	BALANCE ...	
<input type="checkbox"/>	31/10/2023	INV-000004	SO-00001	Techwise solution Pvt Ltd	PAID	31/10/2023	₹5,90,000.00	₹0.00	
<input type="checkbox"/>	31/10/2023	INV-000003		Techwise solution Pvt Ltd	PAID	31/10/2023	₹59,000.00	₹0.00	
<input type="checkbox"/>	31/10/2023	INV-000002	02	Swaminathan & Family	PAID	31/10/2023	₹5,90,000.00	₹0.00	
<input type="checkbox"/>	31/10/2023	INV-000001		Ranibow High School	PAID	31/10/2023	₹1,18,000.00	₹0.00	



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DATE	SALES ORDER#	REFERENCE#	CUSTOMER NAME	STATUS
31/10/2023	SO-00001		Techwise solution Pvt Ltd	CLOSED

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<input type="checkbox"/>	NAME	COMPANY NAME	EMAIL	WORK PHONE	PLACE OF SUPPLY
<input type="checkbox"/>	Swaminathan & Family	Swaminathan & Family			Delhi
<input type="checkbox"/>	Ranibow High School	Ranibow High School			Tamil Nadu
<input type="checkbox"/>	Techwise solution Pvt Ltd	Techwise solution Pvt Ltd			Tamil Nadu

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## Manual Journals

+ New Journal

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Find Accountants

?

VIEW BY: Status: All Journals Period: All

<input type="checkbox"/>	DATE	JOURNAL#	REFERENCE	STATUS	NOTES	AMOUNT	CREATED BY	
<input type="checkbox"/>	31/10/2023	1		PUBLISHED		₹1,00,000.00	vs9691124	

Business Overview

- Profit and Loss
- Profit and Loss (Schedule III)
- Horizontal Profit and Loss
- Cash Flow Statement
- Balance Sheet
- Horizontal Balance Sheet
- Balance Sheet (Schedule III)
- Business Performance Ratios
- Movement of Equity

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- Payments Received
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- Purchases by Item
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- Expenses by Category
- Expenses by Customer
- Expenses by Project
- Expenses by Employee
- Billable Expense Details

Projects and Timesheet

- Timesheet Details
- Timesheet Profitability Summary
- Account Transactions
- Account Type Summary

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- Sales by Customer
- Sales by Item
- Sales by Sales Person

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- Recurring Invoice Details

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- Tax Summary
- TDS Summary
- TCS Summary (Form No. 27EQ)
- Invoice Furnishing Facility (IFF)
- PMT-06 (Self Assessment Basis)
- GSTR-3B Summary
- Summary of Outward Supplies
- Summary of Inward Supplies
- Self Invoice Summary
- Annual Summary (GSTR-9)

Receivables

- Customer Balances
- AR Aging Summary
- AR Aging Details
- Invoice Details
- Sales Order Details
- Delivery Challan Details
- Quote Details
- Customer Balance Summary
- Receivable Summary
- Receivable Details

Payables

- Vendor Balances
- Vendor Balance Summary
- AP Aging Summary
- AP Aging Details
- Bills Details
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- Payable Details

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- Budget Vs Actuals