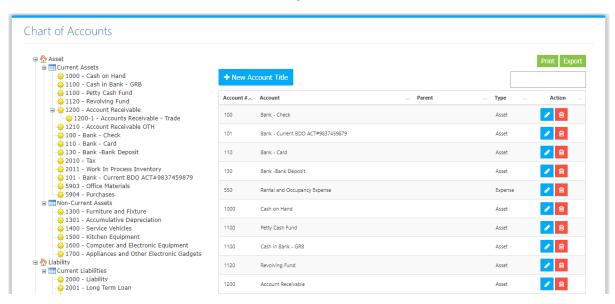
CHART OF ACCOUNTS

A **Chart of Accounts** (COA) is a financial organizational tool that provides a complete listing of every account in an accounting system. An account is a unique record for each type of asset, liability, equity, revenue and expense. A COA, which lists the names of the accounts that a company has identified and made available for recording transactions in its *General Ledger*, establishes the level of detail tracked in a record-keeping system. Typically, a COA contains the accounts' names, brief descriptions and identification codes. Listed in *Figure 1* are the Chart of Accounts created in the Accounting System.

Figure 1



Use the **Search Field** to search for the information from inside the table. Click the **Trash Button** to delete, **Pencil Button** to edit. Click the **Print Button** to print the COA Master File (*Figure 2*), and **Export Button** to save the Master File to an Excel File (*Figure 3*).

Figure 2

CHART OF ACCOUNTS

ASSET **Current Assets** 1000 - Cash on Hand 1100 - Cash in Bank - GRB 1100 - Petty Cash Fund 1120 - Revolving Fund 1200 - Account Receivable 1200-1 - Accounts Receivable - Trade 1210 - Account Receivable OTH 100 - Bank - Check 110 - Bank - Card 130 - Bank -Bank Deposit 2010 - Tax 2011 - Work In Process Inventory 101 - Bank - Current BDO ACT#9837459879 5903 - Office Materials 5904 - Purchases **Non-Current Assets** 1300 - Furniture and Fixture 1301 - Accumulative Depreciatio 1400 - Service Vehicles 1500 - Kitchen Equipment 1700 - Appliances and Other Electronic Gadgets LIABILITY Current Liabilities 2000 - Liability 2001 - Long Term Loan 2002 - Short Term Loan 2200 - Account Payable - Trade Supplier 2300 - Withholding Tax Payable Long-term Liabilities

CAPITAL

Figure 3

Δ	Α	В	С	D	E	F	G	
6	CHART OF	ACCOUNT	S					
9	ASSET							
10		Current A						
11			Cash on Hand					
12		1100	Cash in Ba	nk - GRB				
13		1100	Petty Cash Fund					
14		1120	Revolving Fund					
15		1200	Account Receivable					
16			1200-1	Accounts	Receivable	- Trade		
17		1210	Account Receivable OTH					
18		100	Bank - Check					
19		110	Bank - Card					
20		130	Bank -Bank Deposit					
21		2010	Tax					
22		2011	Work In Process Inventory					
23		101	Bank - Current BDO ACT#9837459879					
24		5903	Office Ma	terials				
25		5904	Purchases					
26		Non-Curre	ent Assets					
27		1300	Furniture and Fixture					
28		1301	Accumulative Depreciation					
29		1400	Service Vehicles					
30		1500	Kitchen Equipment					
31		1600	Computer and Electronic Equipment					
32		1700	1700 Appliances and Other Electronic Gadgets					
33								
34	LIABILITY							
Chart of Accounts +								

Click the **New Account Title Button** to create. Fill the Form *(figure 4),* select the Classification, and Parent Account, then click the **Save Changes Button** to save.

Figure 4

