CUSTOMER SUBSIDIARY

Listed in *Figure 1* is the **Customer Subsidiary Report**. The Report holds more specific information about the *customer* and the *accounts* that make up the General Ledger. Choose the **Customer**, **Account Title**, and **Date Range** as per your preference to filter the shown transactions, and compute the *running balance*. Click the **Print Report Button** to print *(Figure 2)*, **Export Button** to save the report to an Excel File *(Figure 3)*, and **Email Button** to email the excel file to the designated address in the **Settings -> Email Report Settings**.
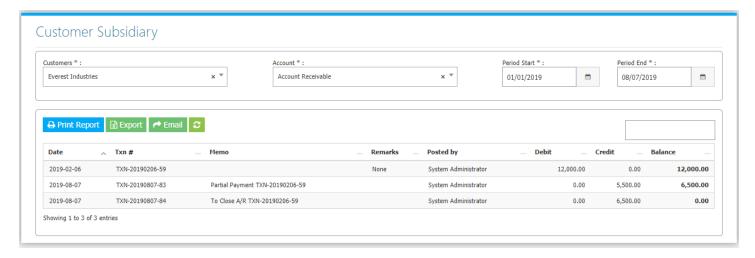
Figure 1

Figure 2

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PERIOD : 01/01/2019 to 08/07/2019

CUSTOMER SUBSIDIARY REPORT

Customer: Everest Industries   **Account:** Account Receivable

Txn Date	Txn #	Memo	Remarks	Posted by	Debit	Credit	Balance
2019-02-06	TXN-20190206-59		None	System Administrator	12,000.00	0.00	12,000.00
2019-08-07	TXN-20190807-83	Partial Payment TXN-20190206-59		System Administrator	0.00	5,500.00	6,500.00
2019-08-07	TXN-20190807-84	To Close A/R TXN-20190206-59		System Administrator	0.00	6,500.00	0.00

Figure 3