Activity 6: Accounts Payable Aging Details

For reconciliation and report generation for open Bills payable on a particular day:

Fresh Bites Catering
AP Aging Summary By Bill Due Date
As of 24/04/2023

VENDOR NAME	CURRENT	1-15 DAYS	16-30 DAYS	31-45 DAYS	> 45 DAYS	TOTAL	FCY
Drink Delight Beverages	₹52,500.00	₹0.00	₹0.00	₹0.00	₹0.00	₹52,500.00	₹52,500.00
Mega Store Supplies	₹60,000.00	₹0.00	₹0.00	₹0.00	₹0.00	₹60,000.00	₹60,000.00
Whole Foods Market	₹1,05,000.00	₹0.00	₹0.00	₹0.00	₹0.00	₹1,05,000.00	₹1,05,000.00
Total	₹2,17,500.00	₹0.00	₹0.00	₹0.00	₹0.00	₹2,17,500.00	

Activity 2: Sales Order to Sale Invoice Convertion

After creation of the Sales order mark the order as completed and convert to invoice to convert it automatically in to Invoice:

Activity 3: Direct Sale Invoices

The below are the direct sale transactions occurred and payments were received in cash.

1. 15-04-2023 Raj Kamal Wedding Planners- Wedding Catering for Qty 1000 Plates
2. 20-04-2023 Iyyer Event Planners – Buffet Catering for Qty 500 plates

To Create new invoice from navigation panel go to Sales>Invoice>Create New and add the customer details and item details in the respective fields>Click on Save as Draft>Mark Sent.
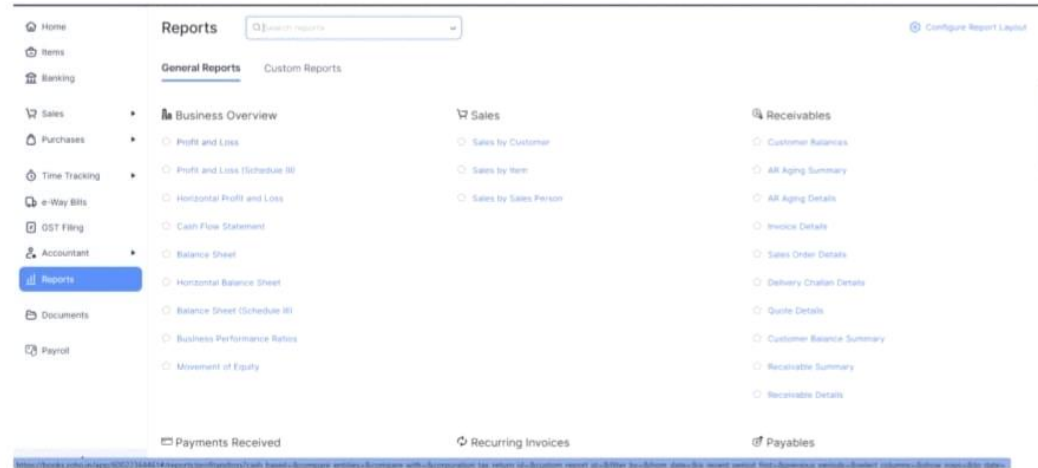
Activity 1: Profit and Loss Account

Fresh Bites Catering
Profit and Loss
Basis: Accrual
From 01/04/2023 To 30/04/2023

+ Add Temporary Note

ACCOUNT		TOTAL
Operating Income		
Sales		6,50,000.00
Total for Operating Income		6,50,000.00
Cost of Goods Sold		
Cost of Goods Sold		1,10,000.00
Materials		1,00,000.00
Total for Cost of Goods Sold		2,10,000.00
	Gross Profit	4,40,000.00
Operating Expense		
Other Expenses		5,000.00
Rent Expense		50,000.00
Salaries and Employee Wages		2,00,000.00
Total for Operating Expense		2,55,000.00
	Operating Profit	1,85,000.00
Non Operating Income		
Total for Non Operating Income		0.00
Non Operating Expense		
Total for Non Operating Expense		0.00
	Net Profit/Loss	1,85,000.00

Milestone 12: Financial Reports:

To Generate the Financials Reports like Profit and Loss statement, Balance sheet & Cash Flow Statement

Form the navigation pannel Go to Report and select the required report, then select the desired period in the date field and generate the report

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