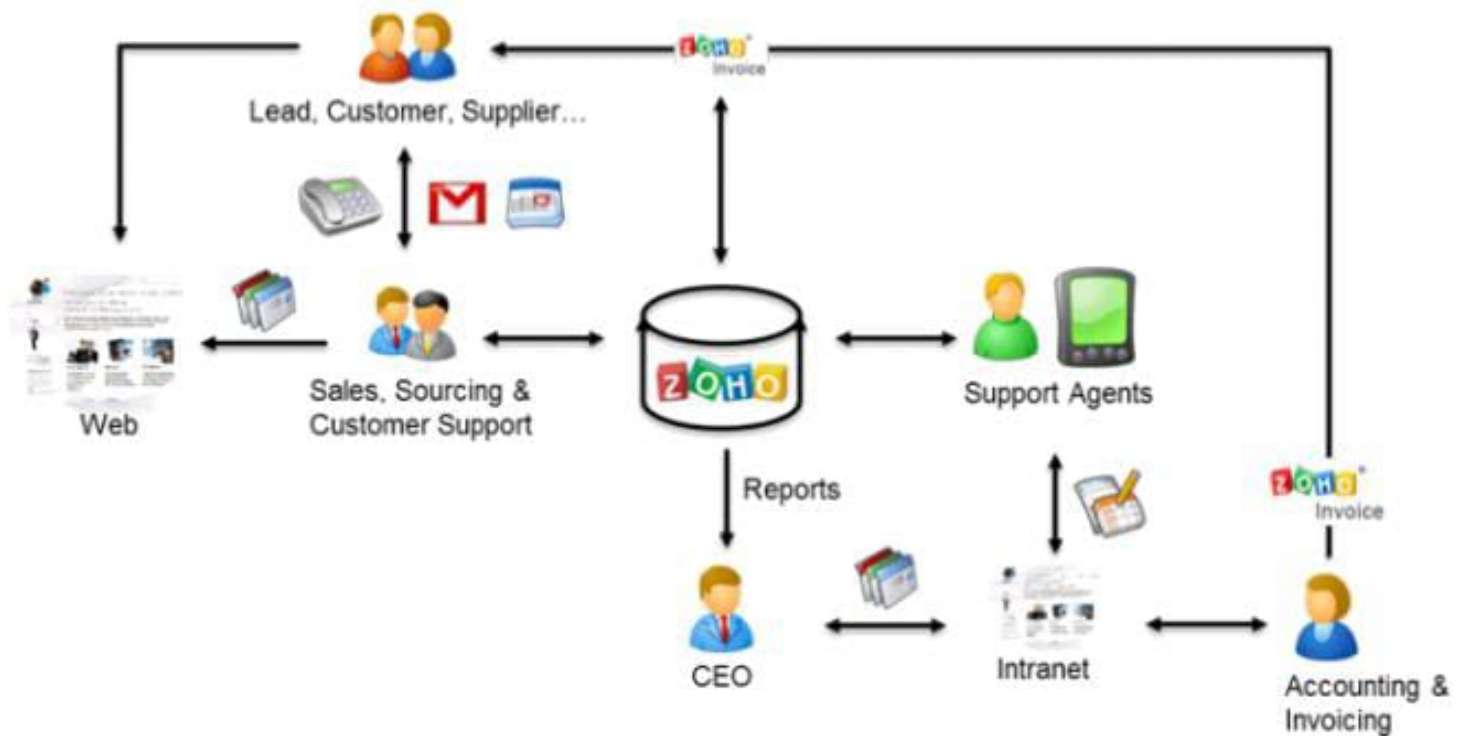


Preparation and Maintenance of ZOHO Books for Fresh Bites Catering

Fresh Bites Catering, a catering service, utilizes Zoho Books to manage their sales, track inventory, and handle invoicing. They can generate professional invoices for clients and track expenses related to ingredients and supplies. Zoho Books helps them maintain accurate financial records and streamline their catering operations.



Fresh Bites Catering
Balance Sheet
Basic Account
As of 30/04/2023

PDF

[XLSX Microsoft Excel](#)

[XLS Microsoft Excel 1987-2004 Compatible](#)

[Export to Zoho Sheet](#)

+ Add Temporary Note

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ACCOUNT	TOTAL
Assets	
Current Assets	
Cash	
Petty Cash	5,000.00
Total for Cash	5,000.00
Bank	
ICICI Bank 001	4,53,500.00

GST Reports

Project Flow:

To accomplish this, we have to complete all the activities listed below,

- Set up your account
 - Sign up for a Zoho Books account and log in
 - Introduction
 - Lets Get Started
- Services
 - Creation
 - Review
- Vendors
 - Vendor Creation
 - Review Vendors list and details
- Purchases
 - Purchase order Creation (PO)
 - PO to Bill Conversion
 - Purchase Bills Creation
 - Payment Marking to Purchase Bills
- Customers
 - Customer Creation
 - Review Customers list and details
- Sales
 - Sales Order Creation (SO)
 - SO to Invoice Conversion
 - Sale Invoice Creation
 - Receipt marking to Sale Invoice
- Banking
 - Adding Bank Account
- New Accounts & Ledgers
 - Creation of New Accounts & Ledgers
- Journal Entries
 - Recording Journal Entries
- Expenses
 - Recording Expense Bills
- Bank Transactions
 - Recording Bank Transactions
- Financial Reports
 - Balance Sheet
 - Profit and Loss
 - GSTR-3B
 - TDS Reports
 - Journal Reports
 - Accounts Receivables
 - Accounts Payables

Fresh Bites Catering
Profit and Loss

Balance Sheet

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	30,000.00
Salaries and Employee Wages	2,00,000.00
Total for Operating Expense	2,35,000.00
	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

Fresh Bites Catering
Journal Report
Basis: Actual
From 01/04/2023 To 30/04/2023

+ Add Temporary Note

01/04/2023 - OWNER CONTRIBUTION 1	DEBIT	CREDIT
ICD Bank 001	1,00,000.00	0.00
Owner's Equity	0.00	1,00,000.00
	1,00,000.00	1,00,000.00
05/04/2023 - BILL 01 (VEHICLE FOODS MARKET)	DEBIT	CREDIT
Input COST	2,500.00	0.00
Input SOST	2,500.00	0.00
Materials	1,00,000.00	0.00
Accounts Payable	0.00	1,00,000.00
	1,05,000.00	1,05,000.00