

Home

Items

Banking

Sales ▶

Purchases ▶

Time Tracking ▶

e-Way Bills

GST Filing

Accountant ▶

Reports

Documents

More Features

Banking  
Overview

Auto-upload bank statements from email

Import Statement

Add Bank or Credit Card

?



## Auto-upload bank statements from email

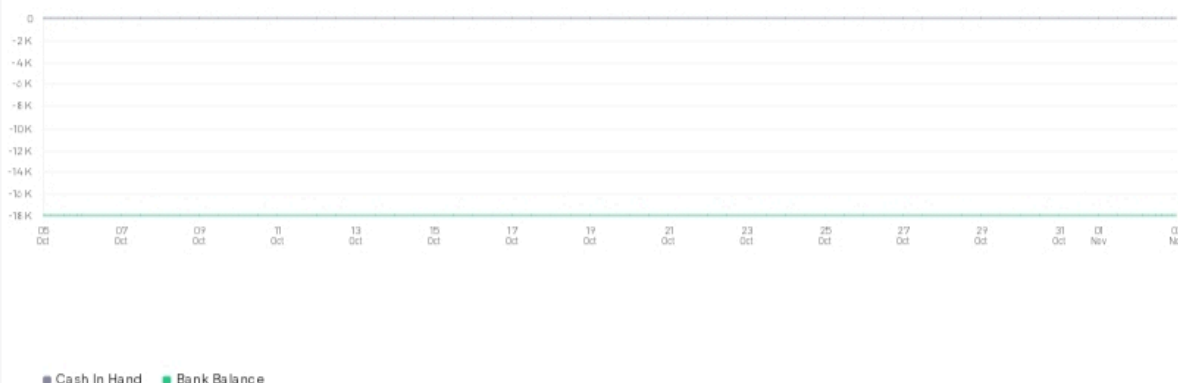
● Enable Auto-upload in Zoho Books ● Set up Auto-forwarding ● Add Statements to Bank [Set up Now ▶](#)

## All Accounts ▾

📅 Last 30 days ▾

Cash In Hand  
₹0.00Bank Balance  
₹-18,000.00

↗ Hide Chart ▲



## Active Accounts ▾

ACCOUNT DETAILS	UNCATEGORIZED	AMOUNT IN BANK	AMOUNT IN ZOHO BOOKS	
<b>ICICI Bank-001</b> xxxx0001		₹0.00	₹-18,000.00	🔄
<b>Petty Cash</b>		₹0.00	₹0.00	🔄
<b>Undeposited Funds</b>		₹0.00	₹0.00	🔄

- Home
- Items
- Banking
- Sales
- Purchases
- Time Tracking
- e-Way Bills
- GST Filing
- Accountant
- Manual Journals
- Bulk Update
- Chart of Accounts
- Transaction Locking
- Reports
- Documents
- More Features

Active Accounts

+ New Account

Find Accountants

ACCOUNT NAME	ACCOUNT CODE	ACCOUNT TYPE	DOCUMENTS
Reverse Charge Tax Input but not due		Other Current Asset	
Prepaid Expenses		Other Current Asset	
TDS Receivable		Other Current Asset	
Employee Advance		Other Current Asset	
Input Tax Credits		Other Current Asset	
Input IGST		Other Current Asset	
Input CGST		Other Current Asset	
Input SGST		Other Current Asset	
Advance Tax		Other Current Asset	
Undeposited Funds		Cash	
Petty Cash		Cash	
ICICI Bank-001		Bank	
Accounts Receivable		Accounts Receivable	
Furniture and Equipment		Fixed Asset	
TDS Payable		Other Current Liability	
GST Payable		Other Current Liability	
Output IGST		Other Current Liability	
Output CGST		Other Current Liability	
Output SGST		Other Current Liability	
Employee Reimbursements		Other Current Liability	
Opening Balance Adjustments		Other Current Liability	
Unearned Revenue		Other Current Liability	
Tax Payable		Other Current Liability	
Accounts Payable		Accounts Payable	
Mortgages		Long Term Liability	
Construction Loans		Long Term Liability	
Dimension Adjustments		Other Liability	
Drawings		Equity	
Investments		Equity	
Distributions		Equity	
Capital Stock		Equity	
Dividends Paid		Equity	
Retained Earnings		Equity	
Owner's Equity		Equity	
Opening Balance Offset		Equity	

Books

Home

Items

Banking

Sales

Customers

Quotes

Sales Orders

Delivery Challans

Invoices

Payments Received

Recurring Invoices

Credit Notes

Purchases

Time Tracking

e-Way Bills

GST Filing

Accountant

Reports

Documents

More Features

Q

Search in Customers

You are cur... Upgrade

Travel trax tourism

Active Customers

+ New

<div><div></div></div> NAME	COMPANY NAME	EMAIL	WORK PHONE	PLACE OF SUPPLY
<div><div></div>Swaminathan &amp; family</div>	Swaminathan & family			Tamil Nadu
<div><div></div>Rainbow high school</div>	Rainbow high school			Tamil Nadu
<div><div></div>Techwise solutions Pvt Ltd</div>	Techwise solutions Pvt Ltd			Tamil Nadu

- Home
- Items
- Banking
- Sales
- Purchases
  - Vendors
  - Expenses
  - Purchase Orders
  - Bills
  - Payments Made
  - Vendor Credits
- Time Tracking
- e-Way Bills
- GST Filing
- Accountant
- Reports
- Documents
- More Features

All Expenses

+ New

...

?

	DATE	EXPENSE A...	REFERENC...	VENDOR N...	PAID THRO...	CUSTOME...	STATUS	AMOUNT	Q
<input type="checkbox"/>	30/04/2023	Rent Expense	001		ICICI Bank-001		NON-BILLABLE	₹1,18,000.00	

998555

Books

Home

Items

Banking

Sales

Purchases

Time Tracking

e-Way Bills

GST Filing

Accountant

Manual Journals

Bulk Update

Chart of Accounts

Transaction Locking

Reports

Documents

More Features

Q

Search in Journals ( / )

You are cur... Upgrade

+

🔔

⚙️

Travel trax tourism

👤

⌵

⌵

Manual Journals

+ New Journal

⋮

Find Accountants

?

VIEW BY:

Status: All Journals

Period: All

<div><div>📅</div><div>☐</div></div> DATE	JOURNAL#	REFERENCE ...	STATUS	NOTES	AMOUNT	CREATED BY	Q
<div><div>☐</div>30/04/2023</div>	1		DRAFT	<div>📄</div>	₹1,00,000.00	akhilesh10616	

- Home
- Items
- Banking
- Sales
- Customers
- Quotes
- Sales Orders
- Delivery Challans
- Invoices
- Payments Received
- Recurring Invoices
- Credit Notes
- Purchases
- Time Tracking
- e-Way Bills
- GST Filing
- Accountant
- Reports
- Documents
- More Features

All Invoices

+ New

	DATE	INVOICE#	ORDER NU...	CUSTOME...	STATUS	DUE DATE	AMOUNT	BALANCE ...	
<input type="checkbox"/>	05/04/2023	INV-000004		Techwise solutions Pvt Ltd	DRAFT	05/04/2023	₹2,95,000.00	₹2,95,000.00	
<input type="checkbox"/>	15/04/2023	INV-000002		Swaminathan & family	DRAFT	15/04/2023	₹1,18,000.00	₹1,18,000.00	
<input type="checkbox"/>	10/04/2023	INV-000001		Rainbow high school	DRAFT	10/04/2023	₹1,18,000.00	₹1,18,000.00	

- Home
- Items
- Banking
- Sales
  - Customers
  - Quotes
  - Sales Orders
  - Delivery Challans
  - Invoices
  - Payments Received
  - Recurring Invoices
  - Credit Notes
- Purchases
- Time Tracking
- e-Way Bills
- GST Filing
- Accountant
- Reports
- Documents
- More Features


All Received Paym... ▾

+ New

↺

⋮

?

	DATE ▾	PAYMENT #	REFERENC...	CUSTOME...	INVOICE#	MODE	AMOUNT	UNUSED A...	Q
<input type="checkbox"/>	03/11/2023	1		Rainbow high school	INV-000001	Cash	₹1,18,000.00	₹0.00	





Home

Items

Banking

Sales

Purchases

Vendors

Expenses

Purchase Orders

Bills

Payments Made

Vendor Credits

Time Tracking

e-Way Bills

GST Filing

Accountant

Reports

Documents

More Features

## All Bills v

+ New



	DATE	BILL#	REFERENC...	VENDOR N...	STATUS	DUE DATE	AMOUNT	BALANCE ...	
<input type="checkbox"/>	10/04/2023	03		Travel Retailers and wholesaler pvt Ltd	DRAFT	05/08/2023	₹4,00,000.00	₹4,00,000.00	
<input type="checkbox"/>	10/04/2023	03		Dream resort & hotels pvt Ltd	DRAFT	05/08/2023	₹4,72,000.00	₹4,72,000.00	
<input type="checkbox"/>	10/04/2023	03		Go Airlines Pvt Ltd	OVERDUE BY 90 DAYS	05/08/2023	₹4,72,000.00	₹4,72,000.00	

🏠 Home

📦 Items

🏦 Banking

🛒 Sales ▶

📁 Purchases ▾

Vendors

Expenses

Purchase Orders +

Bills

Payments Made

Vendor Credits

🕒 Time Tracking ▶

📄 e-Way Bills

📋 GST Filing

👤 Accountant ▶

📊 Reports

📁 Documents

☆ More Features

## All Purchase Orders ▾

+ New ▾

...

?

<input type="checkbox"/>	DATE	PURCHASE...	REFERENC...	VENDOR N...	STATUS	BILLED ST...	AMOUNT	EXPECTED...	Q
<input type="checkbox"/>	05/04/2022	PO-00003		Travel Retailers and wholesaler pvt Ltd	DRAFT		₹2,00,000.00		
<input type="checkbox"/>	05/04/2022	PO-00002		Go Airlines Pvt Ltd	DRAFT		₹2,36,000.00		
<input type="checkbox"/>	05/04/2022	PO-00001		Dream resort & hotels pvt Ltd	DRAFT		₹2,36,000.00		

Books

Home

Items

Banking

Sales

Customers

Quotes

Sales Orders

Delivery Challans

Invoices

Payments Received

Recurring Invoices

Credit Notes

Purchases

Time Tracking

e-Way Bills

GST Filing

Accountant

Reports

Documents

More Features

Q

Search in Sales Order

You are cur... Upgrade

+

Travel trax tourism

All Sales Orders

+ New

<div><div></div><div></div></div>	DATE	SALES ORDER#	REFERENCE#	CUSTOMER NAME	STATUS
<div><div></div><div></div></div>	31/10/2023	SO-00001		Techwise solutions Pvt Ltd	DRAFT
<div><div></div><div></div></div>	05/04/2023	SO-00002		Rainbow high school	DRAFT




- Home
- Items
- Banking
- Sales
- Purchases
- Vendors**
- Expenses
- Purchase Orders
- Bills
- Payments Made
- Vendor Credits
- Time Tracking
- e-Way Bills
- GST Filing
- Accountant
- Reports
- Documents
- More Features

## Active Vendors

+ New



	NAME	COMPANY NAME	EMAIL	WORK PHONE	SOURCE OF SUPPLY
<input type="checkbox"/>	Travel Retailers and wholesaler pvt Ltd	Travel Retailers and wholesaler pvt Ltd			Tamil Nadu
<input type="checkbox"/>	Dream resort & hotels pvt Ltd	Dream resort & hotels pvt Ltd			Tamil Nadu
<input type="checkbox"/>	Go Airlines Pvt Ltd	Go Airlines Pvt Ltd			Tamil Nadu

Home

Items

Banking

Sales

Purchases

Time Tracking

e-Way Bills

GST Filing

Accountant

Reports

Documents

More Features

## Reports

Search reports

...

## 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

## Payments Received

- Payments Received
- Time to Get Paid
- Credit Note Details
- Refund History

## Purchases and Expenses

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

## Projects and Timesheet

- Timesheet Details
- Timesheet Profitability Summary

## Sales

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

## Recurring Invoices

- Recurring Invoice Details

## Taxes

- 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)

## Accountant

- Account Transactions
- Account Type Summary

## 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
- Vendor Credits Details
- Payments Made
- Refund History
- Purchase Order Details
- Purchase Orders by Vendor
- Payable Summary
- Payable Details

## Banking

- Reconciliation Status

## Currency

- Realized Gain or Loss
- Unrealized Gain or Loss