



**POWER OF SIMPLICITY**

## City and Area Wise Sales & Outstanding Report – 1.1



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## City and Area Wise Sales & Outstanding Report – 1.1

### **Introduction**

This add-on facilitates the user to Create City & Area Master which can be selected in Ledger Master and allows to Generate City & Area Wise Sales & Outstanding Report. It also generates Leger Details Report with All Contact Information along with City and Area name and this Report can be further filtered with City, Area, State & Ledger Group.

### **Benefits**

- Helps in Generating Sales & Outstanding Details for particular Area and City.
- User can update City and Area for Multiple Ledgers in single click through Ledger Report. No need to go individual Ledger Alteration for Updation.

### **What's New?**

- Computable With Tally Prime.

#### **Important!**

Take back up of your company data before activating the Add-on.

Once you try/purchase an Add-on, follow the steps below to configure the Add-on and use it.

### **Installation**

1. Copy the TCP file in TallyPrime Folder.
2. Gateway of Tally → F1 (Help) → TDL & Add-on → F4 (Manage Local TDL) → Select Yes in Load TDL on Startup and give the file name of TCP File. After pressing the Enter Key will show TDL Status which should be as Loaded.

### **System requirements:**

No additional hardware / software infrastructure is required for executing and operation this applications module

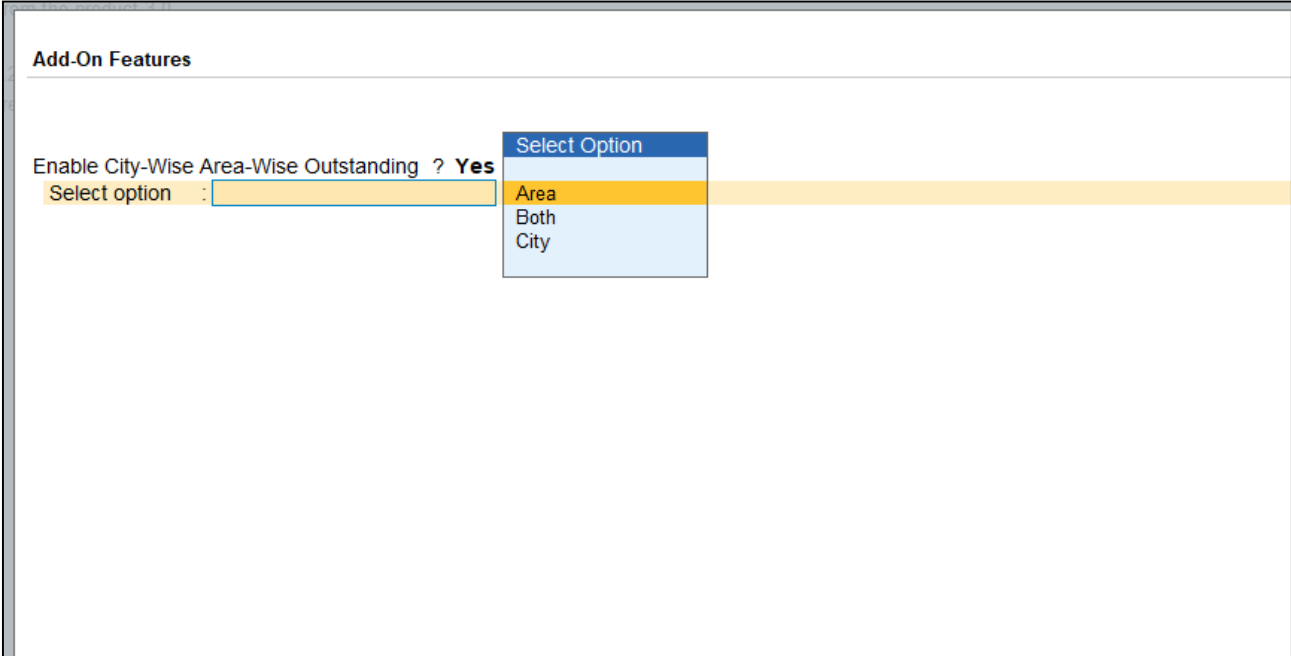
## 1. Activate the Add-on.

*For TallyPrime Release 1.0*

Go to **Gateway of Tally → F1: Help → TDL & Add-On → F6: Add-On Features**. Alternatively, you may press **CTRL + ALT + T** from any menu to open TDL Management report and then press **F6: Add-On Features**

Set “Yes” to the option “**Enable City-Wise Area-Wise Outstanding?**”

User can select any option shown below to view in reports.



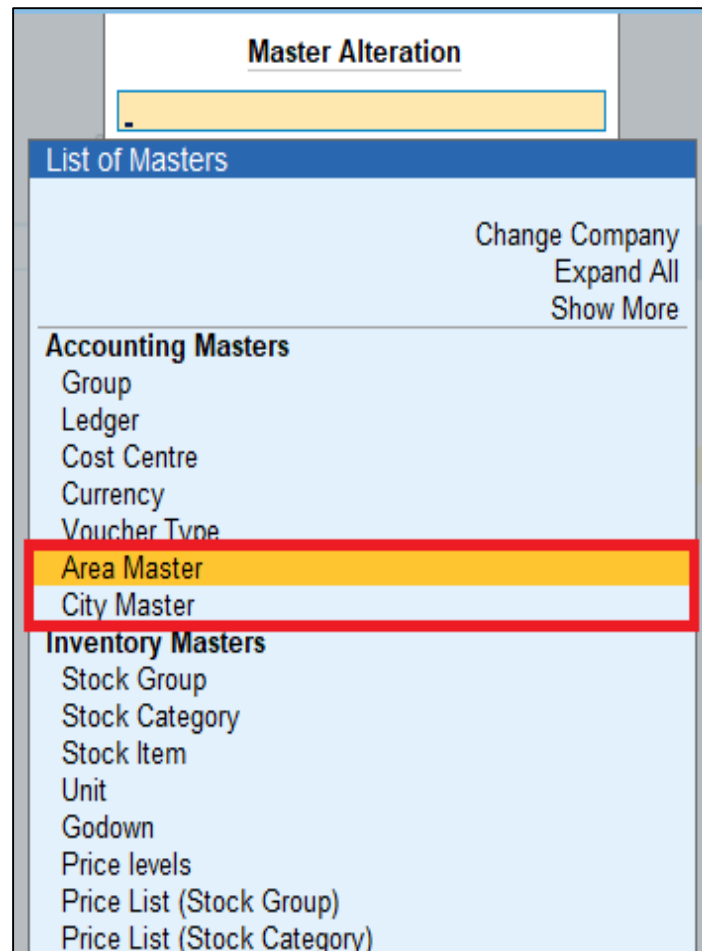
Add-On Features

Enable City-Wise Area-Wise Outstanding ? Yes

Select option : Select Option

- Area
- Both
- City

## 2. Gate way of Tally → Alter → Area Master → City Master



### 3. Add City and Area in there master show as in below.

change	G: Go To
Alpha	
City Names	
Mumbai	
Jamnagar	
Ahmedabad	
Surat	

change	G: Go To
Alpha	
Area Names	
Sv Road	
MG Road	
Nadco Street	
Industrial Area	

## 4. Now Select City & Area in Party's Ledger Master

Ledger Alteration		Alpha	
Name : Bajaj Pvt Ltd		Total Opening Balance	
(alias) :		2,02,900.00 Dr	
		Difference	
		2,02,900.00 Dr	
Description :			
Notes :			
Under : Sundry Creditors (Current Liabilities)	Mailing Details		
Maintain balances bill-by-bill : Yes	Name : Bajaj Pvt Ltd		
Default credit period :	Address : 104,MG Road Fountain 4 Ahmedabad		
Check for credit days during voucher entry : No	State : Gujarat		
	Area : <span style="border: 1px solid red; background-color: yellow;">MG Road</span>	Default Area	
	City : <span style="border: 1px solid red; background-color: yellow;">Ahmedabad</span>	♦ Not Applicable	
	Country : India	Industrial Area	
	Pincode : 361009	MG Road	
		Nadco Street	
		Sv Road	
Statutory Details	Banking Details		
Is TDS Deductible : No			

Ledger Alteration		Alpha	
Name : Bajaj Pvt Ltd		Total Opening Balance	
(alias) :		2,02,900.00 Dr	
		Difference	
		2,02,900.00 Dr	
Description :			
Notes :			
Under : Sundry Creditors (Current Liabilities)	Mailing Details		
Maintain balances bill-by-bill : Yes	Name : Bajaj Pvt Ltd		
Default credit period :	Address : 104,MG Road Fountain 4 Ahmedabad		
Check for credit days during voucher entry : No	State : Gujarat		
	Area : MG Road	Default City	
	City : <span style="border: 1px solid red; background-color: yellow;">Ahmedabad</span>	♦ Not Applicable	
	Country : India	Ahmedabad	
	Pincode : 361009	Jamnagar	
		Mumbai	
		Surat	
Statutory Details	Banking Details		
Is TDS Deductible : No			

## 5. Now Navigate thru Gateway of Tally → Display → Statement of Accounts → Outstanding → Receivables.

TallyPrime GOLD									
MANAGE									
K: Company Y: Data Z: Exchange G: Go To O: Import E: Export M: E-mail P: Print F1: Help									
Bills Receivable Alpha									
Group : ♦ All Items 1-Apr-22 to 2-Apr-22									
Date	Ref. No.	Party's Name	City	Area	Pending Amount	Due on	Order by days		
1-Apr-22	2	Kiran Televisions	Surat	Industrial Area	7,080.00	1-Apr-22	1		
1-Apr-22	4	Maruti Store	Jamnagar	Nadro Street	3,776.00	1-Apr-22	1		
1-Apr-22	3	Raw Infotech	Surat	Industrial Area	3,776.00	1-Apr-22	1		
2-Apr-22	1	Bajaj Pvt Ltd	Ahmedabad	MG Road	2,360.00	2-Apr-22	0		
					16,992.00				

ALT+A & ALT+C – for city or area wise separate os report

A: Area-Wise  
C: City-Wise



ALT+C & ALT +A – For city and Area wise separate sales register

## 7. Outstanding Report and Sales Register will be printed with city and area name also as shown below

TallyPrime **GOLD** MANAGE K: Company Y: Data Z: Exchange G: Go To O: Import

1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21

Alpha  
Grand Apurva 401  
Near Digjam Circle Jamnagar

**Bills Receivable**  
1-Apr-22 to 2-Apr-22

Page 1

Date	Ref. No.	Party's Name	City	Area	Pending Amount	Due on	Date by days
1-Apr-22	2	Kiran Televis ons	Surat	Industrial Area	7,080.00	1-Apr-22	1
1-Apr-22	4	Maruti Store	Jamnagar	Nadco Street	3,776.00	1-Apr-22	1
1-Apr-22	3	Raw Infotech	Surat	Industrial Area	3,776.00	1-Apr-22	1
2-Apr-22	1	Bajaj Pvt Ltd	Ahmedabad	MG Road	2,360.00	2-Apr-22	0
					<b>16,992.00</b>		

TallyPrime **GOLD** MANAGE K: Company Y: Data Z: Exchange G: Go To O: Im

1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21

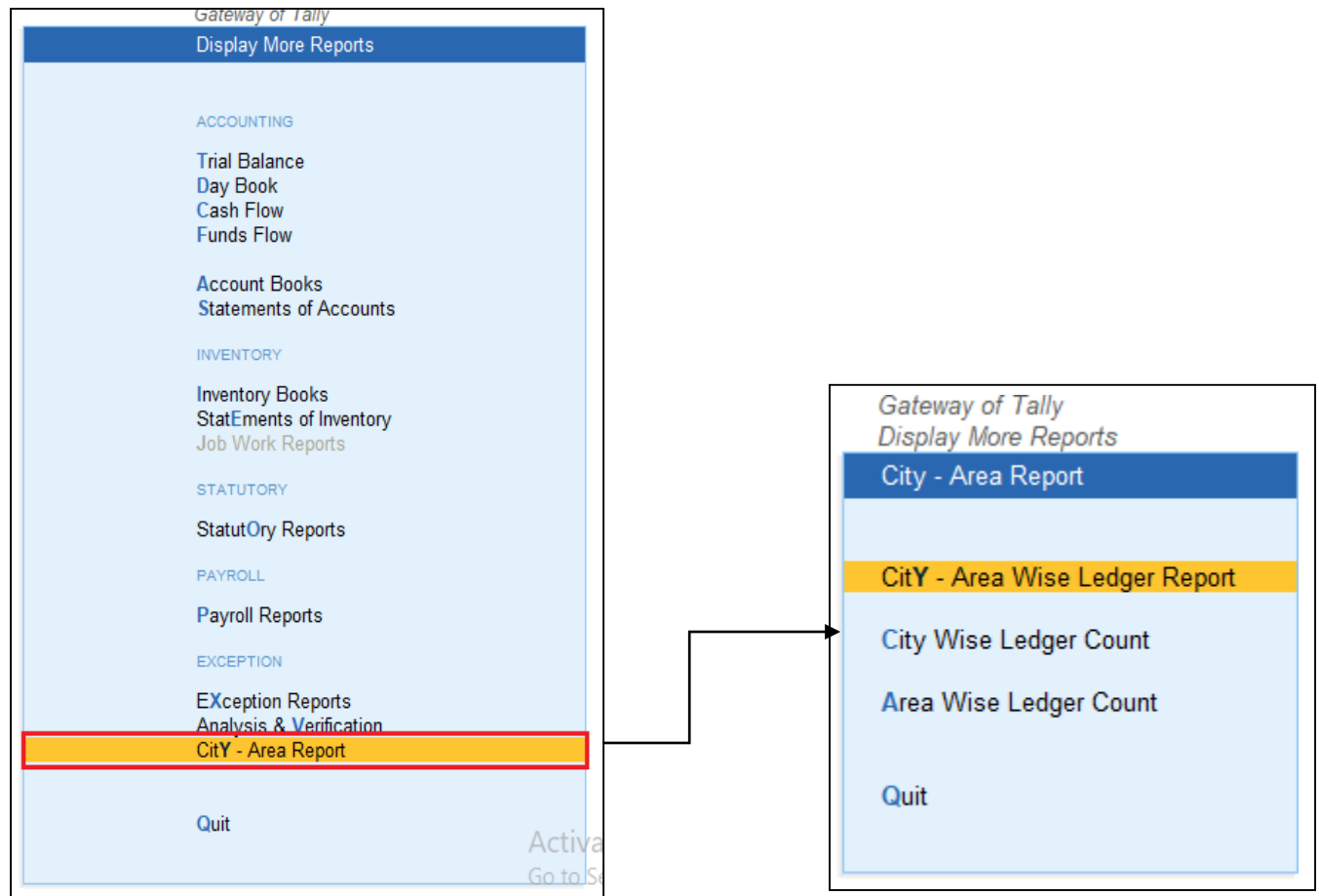
Alpha  
Grand Apurva 401  
Near Digjam Circle Jamnagar

**Sales Register**  
1-Apr-22 to 30-Apr-22

Page 1

Date	Particulars	City	Area	Vch Type	Vch No.	Debit Amount	Credit Amount
1-Apr-22	Kiran Televis ons	Surat	Industrial Area	Sales	1	7,080.00	
1-Apr-22	Raw Infotech	Surat	Industrial Area	Sales	2	3,776.00	
1-Apr-22	Maruti Store	Jamnagar	Nadco Street	Sales	3	3,776.00	
2-Apr-22	Bajaj Pvt Ltd	Ahmedabad	MG Road	Sales	4	2,360.00	
						<b>Total:</b>	<b>16,992.00</b>

**8. To view city and area wise detail ledger report → go to gateway of tally → display → city - area report**



## 9. (a) city –Area Wise Ledger Report

- You can search the report by selecting ledger, group, state, city and area.
- You can update city and area name for particular ledger from this report also. For update click button update city and update area.

City Area Wise Ledger Report									
Alpha									
Group Name : Sundry Creditors									
Sr.	Ledger Name	Group Name	State	City	Area	Contact Person	Mobile No.	Phone No.	E-Mail
1	Bajaj Pvt Ltd	Sundry Creditors	Gujarat	Ahmedabad	MG Road	Raj		9987567476	bajaj@gmail.com
2	Goldstar Transport	Sundry Creditors	Maharashtra	Mumbai	Sv Road	Sanjay	8876345123		gold@gmail.com
3	Kiran Televisions	Sundry Creditors	Gujarat	Surat	Industrial Area	Kiran	99876783456		kiran@gmail.com
4	Maruti Store	Sundry Creditors	Gujarat	Jamnagar	Nadco Street				
5	Sharp Systems	Sundry Creditors	Gujarat						

F3: Search Ledger  
F4: Search Group  
F5: Search State  
F6: Search City  
F7: Search Area  
F8: Update City  
F9: Update Area

You can update city and area name by clicking the button update city & update area

**(b) Update city or area name message will appear if the updating is successful. The report will display as shown below.**

<div> TallyPrime <small>MANAGE</small>  <b>GOLD</b> </div> <div> K: Company    Y: Data    Z: Exchange    G: Go To    O: Import    E: Export    M: E-mail    P: Print </div>									
City Area Wise Ledger Report <span>Alpha</span> <span>x</span>									
<b>City Area Wise Ledger Report</b>					<b>Group Name : Sundry Creditors</b>				
Sr.	Ledger Name	Group Name	State	City	Area	Contact Person	Mobile No.	Phone No.	E-Mail
1	Bajaj Pvt Ltd	Sundry Creditors	Gujarat	Ahmedabad	MG Road	Raj		9987567476	bajaj@gmail.com
2	Goldstar Transport	Sundry Creditors	Maharashtra	Mumbai	Sv Road	Sanjay	8876345123		gold@gmail.com
3	Kiran Televisions	Sundry Creditors	Gujarat	Surat	Industrial Area	Kiran	99876783456		kiran@gmail.com
4	Maruti Store	Sundry Creditors	Gujarat	Jamnagar	Nadco Street				
5	Sharp Systems	Sundry Creditors	Gujarat	Mumbai					
<div> <div>Success</div> <div>City Updated Successfully !!</div> <div>Activate Windows</div> <div>Press any key to continue</div> </div>									

### c. City wise ledger count

TallyPrime <b>GOLD</b> MANAGE			K: Company	Y: Data	Z: Exchange	G: Go To	O: Import	E: Export	M: E-mail	P: Print	F1: Help
City Wise Ledger Count			Alpha								
Sr.	City	Ledger Count									
1	Mumbai	2									
2	Jamnagar	1									
3	Ahmedabad	1									
4	Surat	2									

Activate Windows  
Go to Settings to activate Windows.

You can view name of ledger belongs to that city in detailed mode (F1: detailed)

### d. Area wise ledger count

TallyPrime <b>GOLD</b> MANAGE			K: Company	Y: Data	Z: Exchange	G: Go To	O: Import	E: Export	M: E-mail	P: Print	F1: Help
Area Wise Ledger Count			Alpha								
Sr.	Area	Ledger Count									
1	Sv Road	1									
2	MG Road	1									
3	Nadco Street	1									
4	Industrial Area	2									

Activate Windows  
Go to Settings to activate Windows.

You can view name of ledger belongs to that city in detailed mode (F1: detailed)

## FAQ

### **Which version/release of TallyPrime does the add-on support?**

This add-on will work only from TallyPrime Release 1.0 onwards.

### **How will I get support for this add-on?**

For any functional support requirements please do write to us on [mail@aaplaautomation.com](mailto:mail@aaplaautomation.com) or call us at +91-288-2713956/57/58, +91-9023726215/16/17, 9099908115, 9825036442.

### **If I need some enhancements / changes to be incorporated for the add-on, whom should I contact?**

Please to write to us on [mail@aaplaautomation.com](mailto:mail@aaplaautomation.com) with your additional requirements and we will revert to you in 24 hours.

### **Will new features added be available to us?**

We offer one year availability of all support and new features free of cost. After one year, nominal subscription cost will be applicable to you to continue to get free support and updates.

### **What will happen after one year?**

There is no fixed annual charge to be payable mandatory. However if any changes are required in our Add-On to make compatible with New Release of TallyPrime then the modification Charges will be applied.

### **I am using a multi-site. Can I use the same Add-on for all the sites?**

No, one Add-on will work only for 1 site. You need to purchase again if you want to use the same Add-on for more sites.

### **TDL Management screen shows errors with the Add-on. What do I do?**

Check whether the error is because of the Add-on or because of clashes between 2 TDLs

(An add-on is also a TDL). In case of clashes, disable one or more TDLs and check which TDL has the error. If the Add-on has a problem, you can report it to us.

**My Tally went into educational mode after installing the add-on. What do I do?**

Go into **Gateway of Tally** □ **Press F1 (Help)** □ **TDL & Add-on** □ **Press F4** and remove the Add-on from the list and Restart Tally.