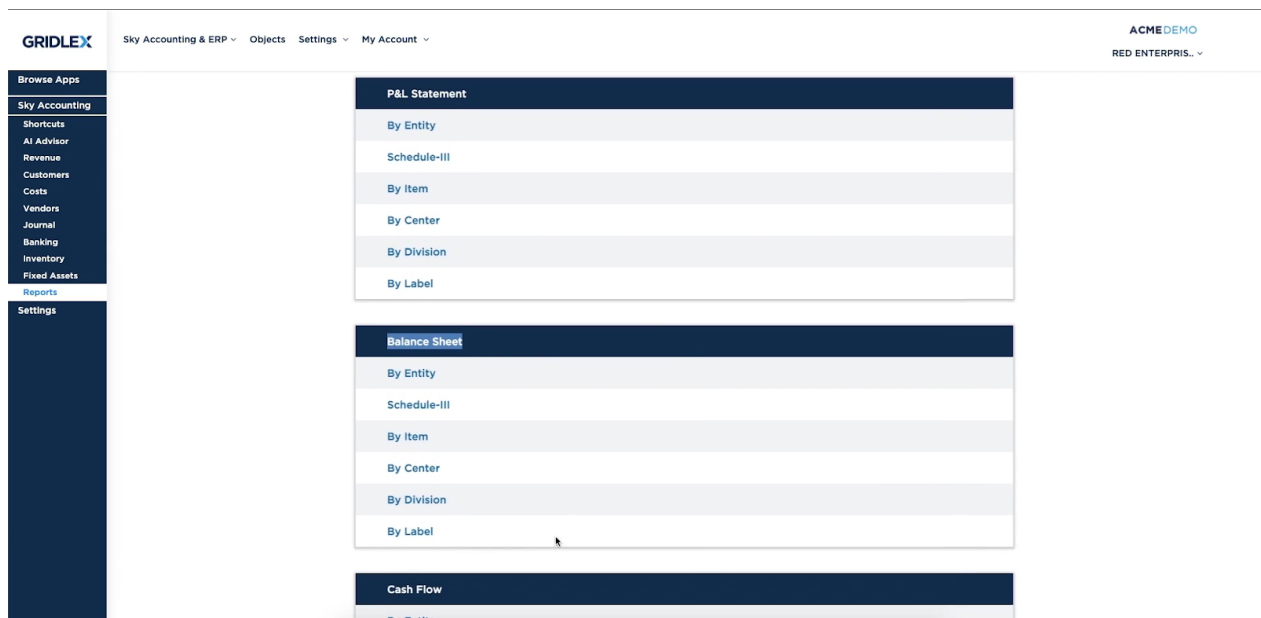


The balance sheet and cash flow reports are two of the most important financial statements in accounting. The balance sheet report shows a company's assets, liabilities, and equity, while the cash flow report shows a company's cash inflows and outflows. With the help of Gridlex Sky, users can utilize these reports to capture the condition of the company's finances. Users can dive deeper in the Balance Sheet and Cash Flow Reports that can be used to make business plans for the future. Furthermore, they can export these reports in PDF format as well.

If you need any help with any feature, data migration of your old accounting data, questions on Chart of Accounts (COA) or anything at all, just email [aps@gridlex.com](mailto:aps@gridlex.com), and our team of expert accountants will be here to help you. Remember, that one of Gridlex's core values is Customer Success. We want you to be successful.

## Balance Sheet Reports in Gridlex Sky

**Step 1:** Login into your Gridlex App Suite Account and choose the entity of your choice. Go to the “Reports” tab and select the “By Entity” tab in the Balance Sheet module.



**Step 2:** Here, users can view a financial statement that shows the assets, liabilities, and equity of a business at a specific point in time. Select the date range for which you want to prepare the balance sheet. For example, you can set the time period for the previous month, previous year or customize

your dates as per your business requirements. You can also customize the view of the sheet.

## Vertical View

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Settings

Reports » Entity Balance Sheet

Select Report Type

Time Period

As on:

Go

Download ▾

Vertical ▾

Custom ▾

11/21/2022

Balance Sheet as on 21-November-2022

Particulars	Amount in(INR)
NONCURRENT ASSETS	
Tangible	5,000
Tangible	5,000
NONCURRENT ASSETS TOTAL	5,000
CURRENT ASSETS	
Accounts Receivable (Debtors)	1,50,513.01
Accounts Receivable (Debtors)	1,50,513.01
Cash and Cash Equivalents	-2,02,899
Cash and Cash Equivalents	-2,02,899
Cash In Hand	45,448.65

## Horizontal View:

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Fixed Assets

Reports

Settings

Reports » Entity Balance Sheet

Select Report Type

Time Period

As on:

Go

Download ▾

Horizontal ▾

Custom ▾

11/21/2022

Balance Sheet as on 21-November-2022

Particulars	Amount in(INR)	Particulars	Amount in(INR)
EQUITY		NONCURRENT ASSETS	
Owner Capital	42,000	Tangible	5,000
Owner Capital	42,000	Tangible	5,000
Reserves and Surplus	5,75,176.27	NONCURRENT ASSETS TOTAL	5,000
Reserves and surplus	5,75,176.27	CURRENT ASSETS	
EQUITY TOTAL	6,17,176.27	Accounts Receivable (Debtors)	1,50,513.01
NONCURRENT LIABILITIES		Accounts Receivable (Debtors)	1,50,513.01
NONCURRENT LIABILITIES TOTAL	0	Cash and Cash Equivalents	-2,02,899
CURRENT LIABILITIES		Cash and Cash Equivalents	-2,02,899

**Step 3:** If you need to make any adjustments, you can do so by clicking on the relevant particulars and revising the required changes. Once you have verified that the balances are correct, you can save them by clicking the "Save" button.

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Reports

Settings

Reports » Ledger By Account » Accounts Receivable (Debtors)

Time Period

From

To

Custom

04/01/2022

11/21/2022

Search

Download

Opening Balance: 0 Cr

Closing Balance: 1,50,513.01 Dr

Date	Transaction Details	Transaction Type	Transaction	Reference	Debit	Credit	Amount
2022-04-07	UNEV Technologies	Invoice	Invoice - 3000033	T Shirts	9,450.00	0.00	9,450.00 Dr
2022-04-07	UNEV Technologies	Invoice	Invoice - 3000033	12% IGST (T Shirts)	1,134.00	0.00	1,134.00 Dr
2022-04-07	BEST INSURANCE SERVICES	Invoice	Invoice - 3000032	2.5% SGST (Dry Fruits)	267.75	0.00	267.75 Dr
2022-04-07	BEST INSURANCE SERVICES	Invoice	Invoice - 3000032	2.5% CGST (Dry Fruits)	267.75	0.00	267.75 Dr
2022-04-07	BEST INSURANCE SERVICES	Invoice	Invoice - 3000032	Dry Fruits	10,710.00	0.00	10,710.00 Dr
2022-04-07	Hungry Top Technologies Limited	Invoice	Invoice - 3000031	18% IGST (Laptops)	47,250.00	0.00	47,250.00 Dr
2022-04-07	AB AUTOMOBILES	Invoice	Invoice - 3000035	6% CGST (T Shirts)	302.40	0.00	302.40 Dr
2022-04-07	AB AUTOMOBILES	Invoice	Invoice - 3000035	6% SGST (T Shirts)	302.40	0.00	302.40 Dr
2022-04-07	Select Home Interior Designers Private Limited	Invoice	Invoice - 3000036	12% IGST (T Shirts)	378.00	0.00	378.00 Dr
2022-04-07	Select Home Interior Designers Private Limited	Invoice	Invoice - 3000036	T Shirts	3,150.00	0.00	3,150.00 Dr

Showing 1 to 10 of 241 entries

**Step 4:** Users can view and generate their balance sheet according to item-wise, center-wise, division-wise, and label-wise.

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Settings

Schedule-III

By Item

By Center

By Division

By Label

Balance Sheet

By Entity

Schedule-III

By Item

By Center

By Division

By Label

Cash Flow

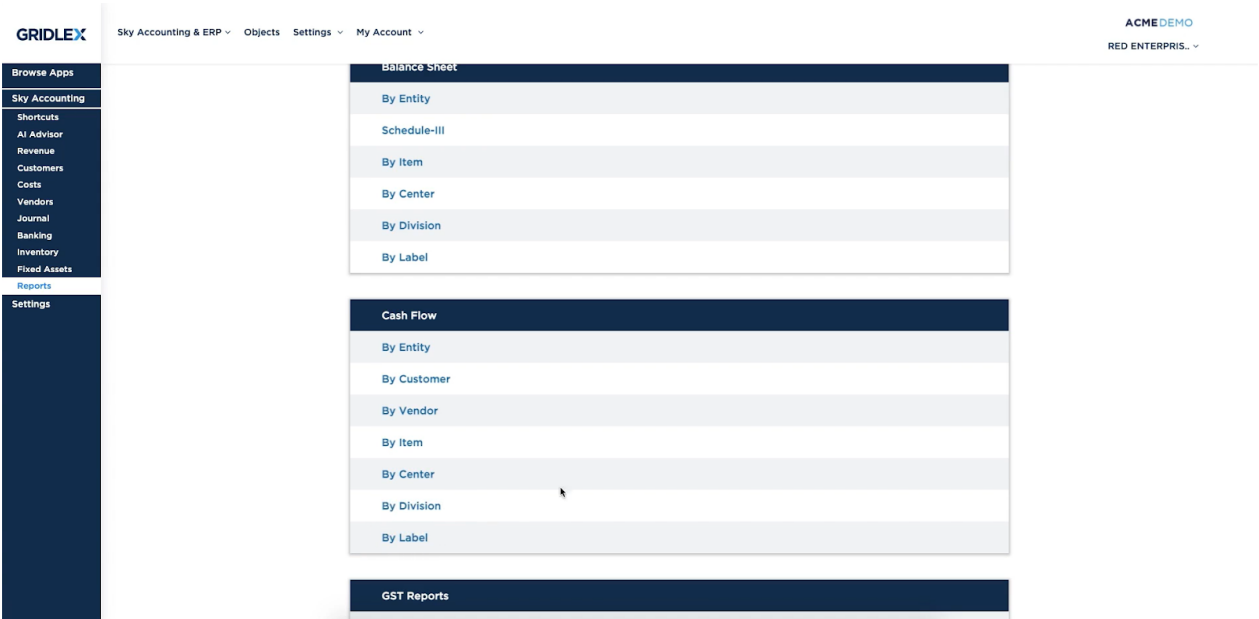
By Entity

By Customer

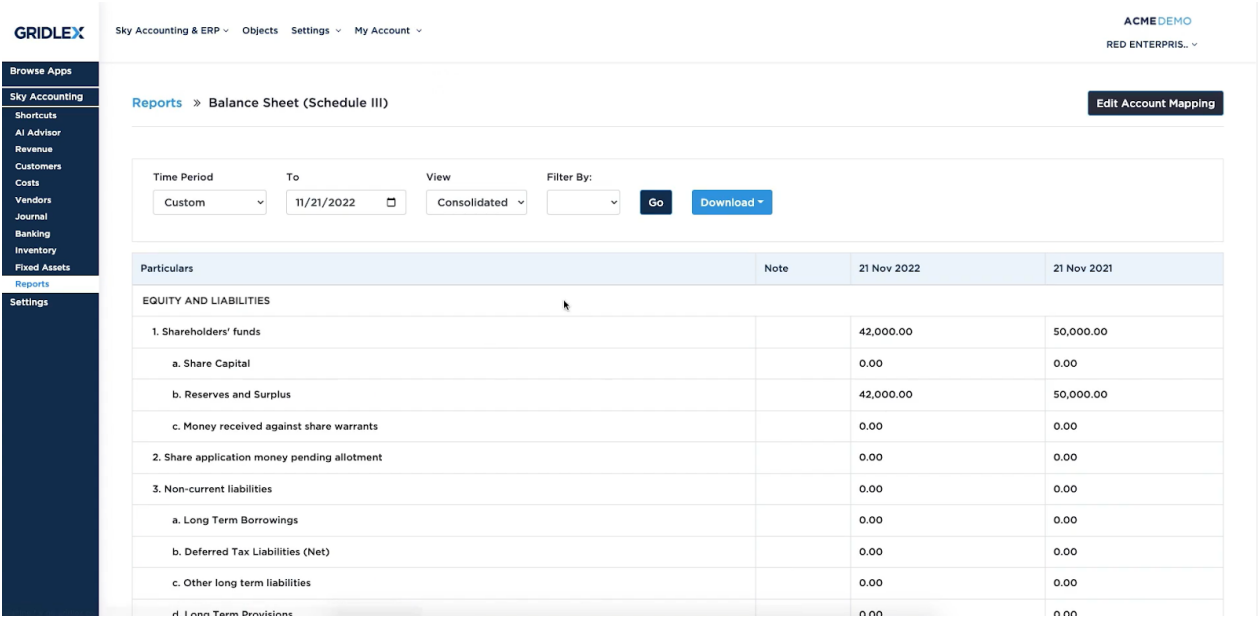
By Vendor

# Balance Sheet Reports - Schedule III Format

**Step 1:** Login into your Gridlex App Suite Account and choose the entity of your choice. Go to the “Reports” tab and select the “Schedule III” tab in the Balance Sheet module.

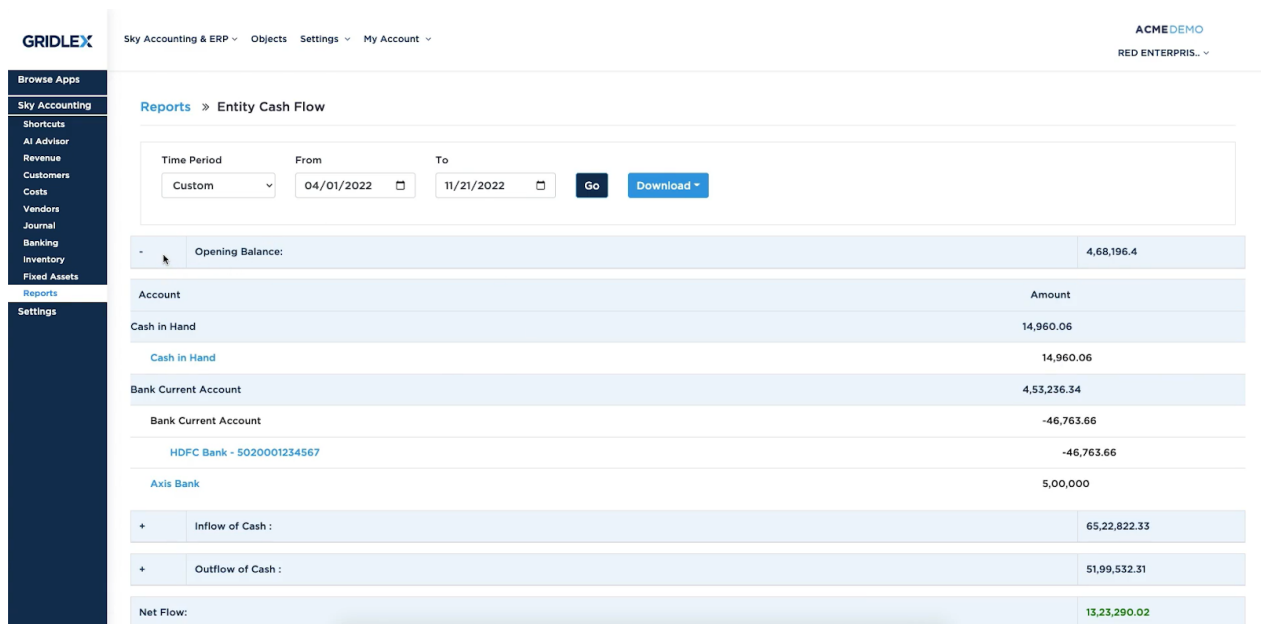


**Step 2:** Enter your asset and liability accounts into the appropriate sections of the balance sheet template. Click on “Edit Account Mapping” to edit the mapping of the Account Types. Once done, click on the “Save” button.



# Cash Flow Reports in Gridlex Sky

**Step 1:** Login into your Gridlex App Suite Account and choose the entity of your choice. Go to the “Reports” tab and select the “By Entity” tab in the Cash Flow module.



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Reports » Entity Cash Flow					
Time Period		From	To		
Custom ▾		04/01/2022	11/21/2022	Go	Download ▾
-	Opening Balance:				4,68,196.4
Account					Amount
Cash in Hand					14,960.06
Cash in Hand					14,960.06
Bank Current Account					4,53,236.34
Bank Current Account					-46,763.66
HDFC Bank - 5020001234567					-46,763.66
Axis Bank					5,00,000
+	Inflow of Cash :				65,22,822.33
+	Outflow of Cash :				51,99,532.31
Net Flow:					13,23,290.02

**Step 2:** Users will be directed to the “Entity Cash Flow” section. Here, users can view the Profit & Loss Statement for a certain period. Furthermore, users can utilize the filters to view custom time period i.e From and To Date. In addition, users can view the entire report in Vertical view and Horizontal view. To expand the section, click on (+) and to collapse click on (-).

**Note:** Users can download the Profit & Loss Statement in Excel and PDF format by clicking on the “Download” button.

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Time Period

From

To

Go

Download ▾

✓ Custom

Today

Previous Day

This Week

Previous Week

This Month

Previous Month

This Year

Previous Year

04/01/2022

11/21/2022

-	ce:	4,68,196.4
Acc	Amount	
Cash in Hand	14,960.06	
Cash in Hand	14,960.06	
Bank Current Account	4,53,236.34	
Bank Current Account	-46,763.66	
HDFC Bank - 5020001234567	-46,763.66	
Axis Bank	5,00,000	
- Inflow of Cash :	65,22,822.33	
Account Name	Amount	
Accounts Receivable (Debtors)	62,81,822.33	

**Step 3:** Apart from Entity Cash Flow, users can view and generate their cash flow reports by customer, by vendor, by item, by center, by division, and by label.

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Balance Sheet

By Entity

Schedule-III

By Item

By Center

By Division

By Label

Cash Flow

By Entity

By Customer

By Vendor

By Item

By Center

By Division

By Label

GST Reports