

Tally Ledger List	
Group Name	Ledger name
Purchase Accounts	All types of Purchase Accounts like
	Purchase 6% Local
	Purchase 13.5% Local
	Purchase 2% Central
	Purchase Import
	Purchase Central C form
	Purchase Central F form
	Purchase Central H form
	Purchase Central C+ E1 form
	Purchase Return
Sales Account	All types of Sales Accounts like
	Sales 6% Local
	Sales 13.5% Local
	Sales 2% Central
	Sales Export
	Sales Central C form
	Sales Central F form
	Sales Central H form
	Sales Central C+ E1 form
	Sale Return
Duties and Taxes	All types of Taxes like
	Excise Duty Payable etc
	Service Tax Payable
	TDS Payables
	Input Vat Accounts
	Output Vat Accounts
	Cenvat Accounts
	Sale tax
	Income Tax
	VAT Payable
All expenses which appear in Trading Account (except purchases)	Labor
	Power

Direct Expenses	Loading Unloading Expense
	Warehousing Expenses
	Custom Clearing Charges
	Carriage
	Freight & Cartage
	Import duty
	Wages
	Coal & Fuel
	Coal, Gas & Water of Factory
	Consumed Material
	Export Duty
	Wages on Production
	Delivery Charges(In Purchase Bill)
Indirect Expenses	Office and Administration Expenses:
	Salaries
	Rent, rates, taxes
	Postage & courier
	Office Electric charges
	Telephone Internet
	Director Remuneration Expense
	Printing and stationary
	Donation & charity
	Professional Charges
	Selling and Distribution Expenses:
	Carriage outward
	Advertisement
	Salesmen's salaries
	Commission allowed
	Insurance
	Traveling expenses
	Bad debts
	Packing expenses
	Discount allowed
	Foreign Exchange fluctuation
	Free sample
	Financial and Other Expenses:
	Depreciation
Repair	

	Interest paid
	Bank Commission paid
	Bank charges
	Legal charges
	Preliminary Expenses W/Off A/c
Indirect Income	All Indirect Income like
	Discount Received
	Interest on Investment
	Commission Received
	Interest Received from Bank -SB
	Interest Received from F.D.
	Interest Received from NSC
	Interest Received from Other
	Rent Received
	Credit Balance W/Off
	Scrap Sales / Empty Bags
	Foreign Exchange fluctuation
	Other Incomes
Already Created in Tally	Only 2 Accounts Already Created like
	Cash
	Profit and Loss Account
Bank Account	All Bank Current Account
	All Bank FD Account
	(Personal Savings Account and FD not recorded)
Deposit Account	All types of deposits like
	Security Deposit
	Electricity Deposit
	Rent Deposit
Capital A/c	All types of Capital Account like
	Share Capital
	Partner Capital Account
	Partner Current Account
	Proprietor Account
	Drawings
	Life insurance

	Partners Capital A/c
Current Assets	Prepaid Maintenance Expense
	Prepaid Expense
	Prepaid Rent
	Prepaid Insurance Charges
	Interest Receivables
	Bill receivable
	Accrued income
	Mutual Fund
Current Liabilities	Bill drawn
	Bill Payable
Sundry Creditor	Any Party from Whom Goods Purchased
	Party from Whom any Bill of Expense Received
Loans and Advances (Ass)	Any Party to whom we gave loan
	like Loan Given to Friends Relatives/Related Companies
	Any Party to whom we gave Advance
	like Advance to Supplier
Loans Liabilities	Any Party from whom we take loan.
	We can also put group Secured loan or Unsecured loan
	Debenture A/c
	Loans From Bank
	Loans From Outside Party
	Loans From Aravind(Friend)
Fixed Assets	All Fixed Assets on which Depreciation charged like
	Furniture
	Machine
	Plant and Machinery
	Mobile
	Computers
	Furniture and Fittings
	Car
	Scooter
	Lantons

	Land & Building
	Good will
	Factory lighting
	Air Conditioner
Bank OCC	Cash Credit Limit (CC)
	taken from bank
Bank OD	Overdraft Limit (OD)
	taken from bank
Bank Accounts	Indian Bank A/c
	SBI Bank A/c
Branch/Divisions	Any Branch whose Separate Accounting Done
	(If branch account maintained by head office only, then this account
	Delhi Branch
	Branch in division
Cash in Hand	Imprest Account
	(Cash kept with Employee)
	Petty Cash
Investments	All types of Investments like
	Investment in Shares
	Investment in Bonds
	Investment in Property/Plot etc.
	Long term investment
	Debtor name
	Short Term Investment
Stock-in-hand	Process Stock
	Closing Stock
	Consignment Stock
	Opening Stock
Misc. Expense (ASSET)	Preliminary Expenses
	NOT yet written off

Suspense A/c	Any payment or receipt from party whose name not known
	Suspense
Secured Loan	Loans for whom Security Given
	like loan from bank/ Financial Institution
Unsecured Loan	Loans taken for whom no Security given
	Like Short term loan from directors
	or loan from friends /relatives
Reserve & Surplus	Any type of reserve like
	General Reserve
	Capital Reserve
	Capital Reserve A/c
	Investment Allowance Reserve A/c
	Share Premium A/c
	Reverse and Surplus
Provisions	All Provisions except Provisions for bad debts
	Provision for Tax
	Provision for Expense
	Provision for Sinking Fund
	All types of Payables like Salary Payable, Audit fees Payable,
Sundry Debtors	Any Party to Whom Sales Made
	Provision for Bad Debts



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