

How can I see a list of lodgements I have entered into SortMyBooks Online?

Click Reports, Accountant Reports, Lodgement Analysis

If you want to see each transaction, click details.

Set the date range.

Leave account blank for all accounts, or select one account.

Click apply.

You will see the report as below.

- details

Select range:

Break by:

Job:

Account:

Client:

Lodgements Analysis

Sample Consulting Company

Period: from 01/01/2012 to 29/02/2012
 Periods: Months

Debtors - Invoice Lodgements

Link To Transaction	Date	Customer	Job	Bank Account	Nominal	Invoice No	Slip No	Amount
link	05/01/2012	Customer A	Sample Consultant File	BOI Current	Debtors		120	1,750.00
link	05/01/2012	Customer z	Sample Consultant File	BOI Current	Debtors		120	750.00
link	05/01/2012	CIE Computer Centre	Sample Consultant File	AIB Account	Debtors		120	100.95
link	11/01/2012	Customer A	Sample Consultant File	AIB Account	Debtors		21	81.35
link	11/01/2012	Computer Library Center	Sample Consultant File	AIB Account	Debtors		22	24,200.00
link	09/02/2012	Bewleys	Sample Consultant File	AIB Account	Debtors			24.60
link	09/02/2012	CIE Computer Centre	Sample Consultant File	AIB Account	Debtors			49,200.00
link	23/02/2012	Bay Computers	Sample Consultant File	AIB Account	Debtors			5,000.00
link	23/02/2012	Bay Computers	Sample Consultant File	AIB Account	Debtors	Deposit for Furniture	100101	100.00
link	23/02/2012	Mr Smith	Sample Consultant File	BOI Current	Debtors			24.60
link	23/02/2012	Bewleys	Sample Consultant File	BOI Current	Debtors		100012	430.50
link	23/02/2012	Bewleys	Sample Consultant File	BOI Current	Debtors		100012	69.50
								81,731.50

Debtors - Income on Account

Link To Transaction	Date	Customer	Bank Account	Nominal	Invoice No	Slip No	Amount
No records!							

Misc Lodgements - Details

Link To Transaction	Date	Customer	Job	Bank Account	Nominal	Invoice No	Slip No	Amount
No records!								

Account Transfers - Details

Link To Transaction	Date	Source Account	Destination Account	Invoice No	Cheque No	Amount
link	14/02/2012	Cash counter #1	AIB Account			1,500.00
link	23/02/2012	BOI Current	Drawings Account			400.00
						1,900.00

Grand Totals

83,631.50

How do I see a list of lodgements for a VAT return?

Click on Reports, VAT, VAT Reconciliaton

Click on the figure under the T1 box that you would like the details for.

VAT period:

Jan-Feb 2012

VAT Reconciliation

Sample Consulting Company

to:

Jan-Feb 2012

VAT3 Calculation Type: cash

Apply Reset

Period	T1	T2	T3	T4	E1	E2	Refunded	Paid	Journal	Balance
Jan-Feb 2011	940.71	2,155.65	0.00	1,214.94	0.00	0.00	0.00	0.00	0.00	-1,214.94
Mar-Apr 2011	364.29	361.49	2.80	0.00	0.00	0.00	1,884.69	0.00	0.00	672.55
May-Jun 2011	377.18	274.93	102.25	0.00	0.00	0.00	0.00	2.80	0.00	772.00
Jul-Aug 2011	875.50	286.92	588.58	0.00	0.00	0.00	0.00	112.23	0.00	1,248.35
Sep-Oct 2011	1,705.15	4,803.98	0.00	3,098.83	0.00	0.00	0.00	478.70	0.00	-2,329.18
Nov-Dec 2011	1,133.42	491.68	641.74	0.00	0.00	0.00	0.00	938.85	0.00	-2,626.29
Jan-Feb 2012	15,213.85	4,226.34	10,987.51	0.00	0.00	0.00	0.00	3,938.85	-2,000.00	2,422.37
Mar-Apr 2012	273.55	60.94	212.61	0.00	0.00	0.00	0.00	0.00	0.00	2,634.98
May-Jun 2012	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,634.98
Jul-Aug 2012	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,634.98
Sep-Oct 2012	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,634.98
Nov-Dec 2012	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,634.98
Jan-Feb 2013	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,634.98
Mar-Apr 2013	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,634.98
-	20,883.65	12,661.93	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

This will give you the breakdown as below.

VAT3 - T1 breakdown

Sample Consulting Company

Nominal: Jan-Feb 2012

VAT3 Calculation Type: cash

Invoices

Paydate	Invoice date	Inv No	Customer	VAT Rate	Net	Paid	Gross	VAT	EU/RCV	Total VAT
-	20/02/2012	12	EU Sample	23%	1,100.00	0.00	1,100.00	0.00	253.00	253.00
-	18/01/2012	12	Subbie	13.5%	100.00	0.00	100.00	0.00	13.50	13.50
-	09/02/2012	12	Subbie	13.5%	100.00	0.00	100.00	0.00	13.50	13.50
05/01/2012	14/12/2011	61	CIE Computer Centre	21%	56.79	68.72	68.72	11.93	0.00	11.93
05/01/2012	14/12/2011	61	CIE Computer Centre	13.5%	28.40	32.23	32.23	3.83	0.00	3.83
05/01/2012	02/01/2012	66	Customer A	23%	1,422.76	1,750.00	1,750.00	327.24	0.00	327.24
05/01/2012	02/01/2012	67	Customer z	23%	609.76	750.00	750.00	140.24	0.00	140.24
11/01/2012	02/01/2012	63	Computer Library Center	21%	20,000.00	24,200.00	24,200.00	4,200.00	0.00	4,200.00
11/01/2012	11/01/2012	71	Customer A	13.5%	50.00	56.75	56.75	6.75	0.00	6.75
11/01/2012	11/01/2012	71	Customer A	23%	20.00	24.60	24.60	4.60	0.00	4.60
09/02/2012	31/01/2012	75	Bewleys	23%	20.00	24.60	24.60	4.60	0.00	4.60
09/02/2012	09/02/2012	76	CIE Computer Centre	23%	40,000.00	49,200.00	49,200.00	9,200.00	0.00	9,200.00
14/02/2012	14/02/2012	2111	Till Sale	23%	1,000.00	1,230.00	1,230.00	230.00	0.00	230.00
14/02/2012	14/02/2012	2111	Till Sale	13.5%	700.00	794.50	794.50	94.50	0.00	94.50
23/02/2012	23/11/2011	54	Bay Computers	13.5%	4,405.29	5,000.00	5,000.00	594.71	0.00	594.71
23/02/2012	02/01/2012	64	Bay Computers	21%	82.64	100.00	100.00	17.36	0.00	17.36
23/02/2012	31/01/2012	73	Bewleys	23%	200.00	246.00	246.00	46.00	0.00	46.00
23/02/2012	31/01/2012	73	Bewleys	23%	50.00	61.50	61.50	11.50	0.00	11.50
23/02/2012	31/01/2012	73	Bewleys	23%	100.00	123.00	123.00	23.00	0.00	23.00
23/02/2012	23/02/2012	78	Mr Smith	23%	20.00	24.60	24.60	4.60	0.00	4.60
23/02/2012	07/03/2012	83	Bewleys	23%	37.67	46.33	46.33	8.66	0.00	8.66
23/02/2012	07/03/2012	83	Bewleys	23%	18.83	23.17	23.17	4.33	0.00	4.33
-	-	-	-	-	70,122.14	83,756.00	85,056.00	14,933.85	280.00	15,213.85