

Group Name	Ledger name
Purchase Accounts	All types of Purchase Accounts like
	Purchase 5% Local
	Purchase 12.5% 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 5% Local
	Sales 12.5% 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) like
Direct Expenses	Labor
	Power
	Electricity Expense (Factory)
	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	All Indirect Expenses like
	Rounded Off
	Salary
	Advertisement Expense
	Maintenance Expense
	Rent Expense
	Director Remuneration Expense
	Bad Debts

Printing Expense

Stationary Expense

Foreign Exchange fluctuation

Audit Fees

Professional Charges

Legal Expenses/Charges

Depreciation Expenses

Interest Expense

Penalty

Royalty

Bank charges

Commission allowed

Discount allowed

Donation & charity

Free sample

Insurance premium

Interest on loan

Legal charge

Loss by fire

Postage & courier

Repair charge

Taxi fare

Telephone charge

Travelling expenses

Outstanding expenses

Accrued expenses

Bad debt

Loss on theft

depreciation

Coffee Expenses

	Coke Expenses
	Manager's Commission
	UPTT
	Fuel Expenses A/c
	Liability of Expenses
	Preliminary Expenses A/c
	Professional Fees
Indirect Income	All Indirect Income like
	Discount Received
	Interest on Investment
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
	Equity Capital A/c
	Partners Capital A/c
	Prepaid Maintenance Expense
	Prepaid Expense
	Prepaid Rent
	Prepaid Insurance Charges
Current Assets	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 (Assets)	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
	Laptops
	Office lighting
	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 not required)
	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	Stock

	Closing Stock
	Consignment Stock
	Opening Stock
Misc. Expense (ASSET)	Preliminary Expenses
	NOT yet written off
Suspense A/c	Suspense Account
	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