

Go Paperless Reports

Save your QuickBooks reports using the following steps.



Step 1 Go to www.myquickbooks.me.

Step 2 Select **QB2013**.

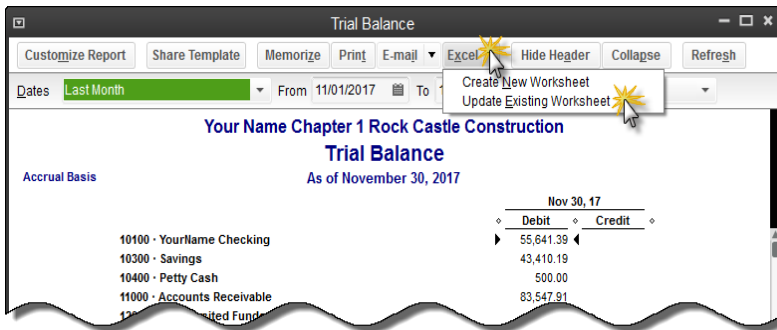
Step 3 **Download** the Go Paperless Excel **REPORTS** template for the assignment you are completing (Chapter or Case).



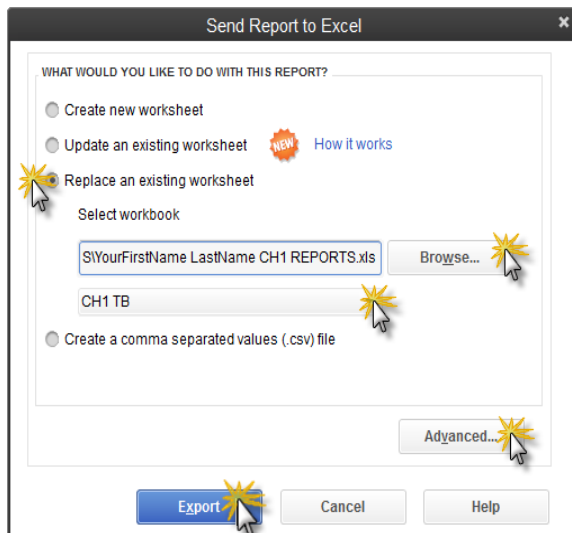
Step 4 Open the Excel workbook. Select **File > Save As**. **IMPORTANT! To receive credit for your work, use the filename: [YourFirstName LastName] [CH/CASE][No] REPORTS**. Example: **YourFirstName LastName CH1 REPORTS**

Step 5 When your *Computer Accounting with QuickBooks* text asks you to print a report, use the Report Center to **display** the report on your screen.

Step 6 With the report displayed onscreen, select **Excel > Update Existing Worksheet**.



Step 7 Select **Replace an existing worksheet**.



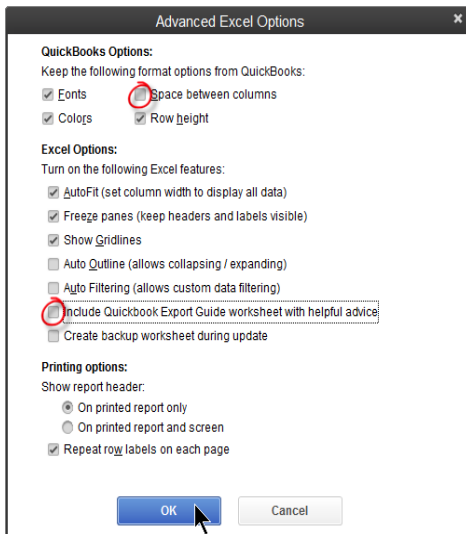
Step 8 **Browse** for the Excel REPORTS template with your name in the filename.



Step 9 Select the **correct sheetname** from the drop-down list.

Step 10 Select **Advanced**.

Step 11 Uncheck **Space between columns**.

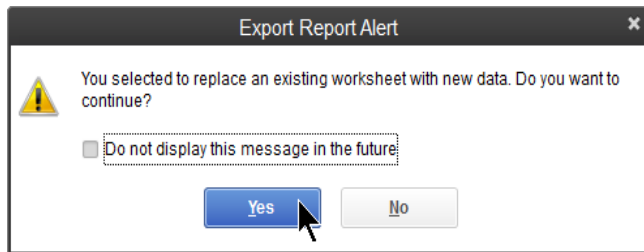


Step 12 Uncheck **Include QuickBooks Export Guide worksheet with helpful advice**.

Step 13 Click **OK**.

Step 14 Click **Export**.

Step 15 Select **Yes** if a message appears that you are replacing an existing worksheet with new data. Excel software should open on your screen with your QuickBooks report inserted into the correct sheet.



Step 16 On the **REPORTS** sheet, **check** the reports that you have completed with an "x". **Failure to check the completed reports may result in a score of -0-**.



Step 17 **Save** your Excel workbook using the appropriate file name. Select **File > Save As**. **IMPORTANT! To receive credit for your work, use the filename: [YourFirstName LastName] [CH/CASE][No] REPORTS**. Example: YourFirstName LastName CH1 REPORTS (Note: With some versions, you must close the workbook before inserting the next report.)



Step 18 Ask your instructor if you should email the Excel spreadsheet or use a courseware dropbox.

Good job!

QuickBooks Case 9 Reports

	<i>QBCASE 9</i>	<i>Sheetname</i>
<input checked="" type="checkbox"/>	* Chart of Accounts	QBC9.2 COA
<input checked="" type="checkbox"/>	* Customer List	QBC9.3 CUST
<input checked="" type="checkbox"/>	* Vendor List	QBC9.4 VEN
<input checked="" type="checkbox"/>	* Item List	QBC9.5 ITEM
<input checked="" type="checkbox"/>	* Deposit Detail	QBC9.7 DEP
<input checked="" type="checkbox"/>	* Check Detail	QBC9.7 CKS
<input checked="" type="checkbox"/>	* Adjusting Entries	QBC9.8 ADJ
<input checked="" type="checkbox"/>	* Adjusted Trial Balance	QBC9.8 ADJTB
<input checked="" type="checkbox"/>	* General Ledger	QBC9.9 GL
<input checked="" type="checkbox"/>	* Profit & Loss	QBC9.9 PL
<input checked="" type="checkbox"/>	* Balance Sheet	QBC9.9 BS
<input checked="" type="checkbox"/>	* Statement of Cash Flows	QBC9.9 SCF

Caitlin QB Case 9 Tuscany Landscapes

Account Listing

January 1, 2018

Account	Type	Balance Total
Caitlin Checking	Bank	0.00
14000 · Mower	Fixed Asset	0.00
14000 · Mower:14100 · Mower Cost	Fixed Asset	0.00
14000 · Mower:14200 · Accumulated Depreciation Mow	Fixed Asset	0.00
15000 · Furniture and Equipment	Fixed Asset	0.00
15800 · Landscaping Equipment	Fixed Asset	0.00
17000 · Accumulated Depreciation	Fixed Asset	0.00
18000 · Trimmer Equipment	Fixed Asset	0.00
18000 · Trimmer Equipment:18100 · Trimmer Equipmer	Fixed Asset	0.00
18000 · Trimmer Equipment:18200 · Accumulated Depr	Fixed Asset	0.00
30000 · Opening Balance Equity	Equity	0.00
30800 · Owners Draw	Equity	0.00
32000 · Owners Equity	Equity	
44900 · Installation Services	Income	
45700 · Maintenance Services	Income	
51600 · Materials Costs	Cost of Goods Sold	
54100 · Worker's Compensation Insurance	Cost of Goods Sold	
60000 · Advertising and Promotion	Expense	
60100 · Auto and Truck Expenses	Expense	
60400 · Bank Service Charges	Expense	
61700 · Computer and Internet Expenses	Expense	
62400 · Depreciation Expense	Expense	
63300 · Insurance Expense	Expense	
63400 · Interest Expense	Expense	
64300 · Meals and Entertainment	Expense	
64800 · Supplies Expense	Expense	
64900 · Office Supplies	Expense	
66500 · Postage and Delivery	Expense	
66700 · Professional Fees	Expense	
67100 · Rent Expense	Expense	
67200 · Repairs and Maintenance	Expense	
68100 · Telephone Expense	Expense	
68400 · Travel Expense	Expense	
68600 · Utilities	Expense	
80000 · Ask My Accountant	Other Expense	

Caitlin QB Case 9 Tuscany Landscapes
Account Listing
January 1, 2018

Description	Accnt. #	Tax Line
		<Unassigned>
Mower	14000	<Unassigned>
Mower Cost	14100	<Unassigned>
Accumulated Depreciation Mower	14200	<Unassigned>
Furniture and equipment with useful life exceeding one y	15000	<Unassigned>
Landscaping and lawn equipment	15800	<Unassigned>
Accumulated depreciation on equipment, buildings and i	17000	<Unassigned>
Trimmer Equipment	18000	<Unassigned>
Trimmer Equipment Cost	18100	<Unassigned>
Accumulated Depr Trimmer	18200	<Unassigned>
Opening balances during setup post to this account. The	30000	<Unassigned>
Monies taken out of the business by the owner	30800	<Unassigned>
Monies invested in the business by the owner, and profit	32000	<Unassigned>
Landscape installation services income	44900	Schedule C: Gross receipts or sales
Landscape maintenance services income	45700	Schedule C: Gross receipts or sales
Cost of materials used on jobs	51600	Schedule C: Purchases, cost of goods
Worker's compensation insurance premiums	54100	Schedule C: Other costs, COGS
Advertising, marketing, graphic design, and other promo	60000	Schedule C: Advertising
Fuel, oil, repairs, and other automobile maintenance for	60100	Schedule C: Car and truck expenses
Bank account service fees, bad check charges and othe	60400	Schedule C: Other business expenses
Computer supplies, off-the-shelf software, online fees, a	61700	Schedule C: Other business expenses
Depreciation on equipment, buildings and improvements	62400	<Unassigned>
Insurance expenses	63300	Schedule C: Insurance, other than health
Interest payments on business loans, credit card balance	63400	Schedule C: Interest expense, other
Business meals and entertainment expenses, including t	64300	Schedule C: Meals and entertainment
Supplies Expense	64800	Schedule C: Supplies (not from COGS)
Office supplies expense	64900	Schedule C: Office expenses
Postage, courier, and pickup and delivery services	66500	Schedule C: Other business expenses
Payments to accounting professionals and attorneys for	66700	Schedule C: Legal and professional fees
Rent paid for company offices or other structures used ii	67100	Schedule C: Rent/lease other bus. prop.
Incidental repairs and maintenance of business assets th	67200	Schedule C: Repairs and maintenance
Telephone and long distance charges, faxing, and other	68100	Schedule C: Utilities
Business-related travel expenses including airline tickets	68400	Schedule C: Travel
Water, electricity, garbage, and other basic utilities expe	68600	Schedule C: Utilities
Transactions to be discussed with accountant, consultan	80000	<Unassigned>

Caitlin QB Case 9 Tuscany Landscapes Customer & Job List

December 18, 2014

Active Status	Customer	Balance	Balance Total	Company	Mr./Ms./...	First Name	M.I.
Active	Beneficio, Katrina	0.00	0.00			Katrina	
Active	Rock Castle Construction	0.00	0.00	Rock Castle Construction		Rock	
Active	Whalen, Tom	0.00	0.00			Tom	

Caitlin QB Case 9 Tuscany Landscapes Customer & Job List

December 18, 2014

Last Name	Primary Contact	Main Phone	Fax	Alt. Phone	Secondary Contact	Job Title	Main Email
Beneficio		415-555-1818					
Castle		415-555-7878					
Whalen		415-555-1234					

Caitlin QB Case 9 Tuscany Landscapes Customer & Job List

December 18, 2014

Bill to 1	Bill to 2	Bill to 3	Bill to 4	Bill to 5	Ship to 1	Ship to 2	Ship to 3
Katrina Beneficio	10 Pico Blvd	Bayshore, CA 94326					
Rock Castle Construction	1735 Country Road	Bayshore, CA 94326					
Tom Whalen	100 Sunset Dr.	Bayshore, CA 94326					

Caitlin QB Case 9 Tuscany Landscapes Customer & Job List

December 18, 2014

Ship to 4	Ship to 5	Customer Type	Terms	Rep	Sales Tax Code	Tax item	Resale Num	Account No.	Credit Limit
		Residential	Net 30					3001	
		Commercial	Net 30					3003	
		Residential	Net 30					3002	

Caitlin QB Case 9 Tuscany Landscapes Customer & Job List

December 18, 2014

Job Status	Job Type	Job Description	Start Date	Projected End	End Date
Awarded	Lawn	Mow/Trim Lawn			
Awarded	Lawn & Shrubs	Mow/Trim Lawn & Shrubs			
Awarded	Lawn	Mow/Trim Lawn			

Caitlin QB Case 9 Tuscany Landscapes Vendor List

December 18, 2014

Active Status	Vendor	Balance	Balance Total	Company	Mr./Ms./...	First Name	M.I.
Active	AB Gas Station	0.00	0.00	AB Gas Station		Norm	
Active	Mower Sales & Repair	0.00	0.00	Mower Sales & Repair		Teresa	

Caitlin QB Case 9 Tuscany Landscapes Vendor List

December 18, 2014

Last Name	Bill from 1	Bill from 2	Bill from 3	Bill from 4	Bill from 5	Ship from 1
	AB Gas Station	100 Manchester Road	Bayshore, CA 94326			
	Mower Sales & Repair	650 Manchester Road	Bayshore, CA 94326			

Caitlin QB Case 9 Tuscany Landscapes Vendor List

December 18, 2014

Ship from 2	Ship from 3	Ship from 4	Ship from 5	Primary Contact	Job Title	Main Phone	Fax	Alt. Phone
						415-555-7844		
						415-555-8222		

6:33 AM
12/18/14

Caitlin QB Case 9 Tuscany Landscapes
Vendor List
December 18, 2014

Secondary Contact

Caitlin QB Case 9 Tuscany Landscapes
Item Listing
January 1, 2018

Item	Description	Type	Cost	Price	Sales Tax Code	Preferred Vendor
Mowing	Lawn Mowing	Service	0.00	25.00		
Trim Shrubs	Trim Shrubs	Service	0.00	30.00		

Caitlin QB Case 9 Tuscany Landscapes Deposit Detail All Transactions

	Type	Num	Date	Name	Account	Amount
	Deposit		01/01/2018		Caitlin Checking	1,500.00
				Tomaso Moltissimo	32000 · Owners Equity	<u>-1,500.00</u>
TOTAL						-1,500.00
	Deposit		05/15/2018		Caitlin Checking	900.00
	Payment	755	05/15/2018	Beneficio, Katrina	12000 · Undeposited Funds	-300.00
	Payment	645	05/15/2018	Whalen, Tom	12000 · Undeposited Funds	-200.00
	Payment	1068	05/15/2018	Rock Castle Construction	12000 · Undeposited Funds	<u>-400.00</u>
TOTAL						-900.00
	Deposit		06/15/2018		Caitlin Checking	900.00
	Payment	895	06/15/2018	Beneficio, Katrina	12000 · Undeposited Funds	-300.00
	Payment	698	06/15/2018	Whalen, Tom	12000 · Undeposited Funds	-200.00
	Payment	1100	06/15/2018	Rock Castle Construction	12000 · Undeposited Funds	<u>-400.00</u>
TOTAL						-900.00
	Deposit		07/15/2018		Caitlin Checking	1,470.00
	Payment	910	07/15/2018	Beneficio, Katrina	12000 · Undeposited Funds	-510.00
	Payment	715	07/15/2018	Whalen, Tom	12000 · Undeposited Funds	-290.00
	Payment	1200	07/15/2018	Rock Castle Construction	12000 · Undeposited Funds	<u>-670.00</u>
TOTAL						-1,470.00
	Deposit		08/15/2018		Caitlin Checking	900.00
	Payment	935	08/15/2018	Beneficio, Katrina	12000 · Undeposited Funds	-300.00
	Payment	742	08/15/2018	Whalen, Tom	12000 · Undeposited Funds	-200.00
	Payment	1300	08/15/2018	Rock Castle Construction	12000 · Undeposited Funds	<u>-400.00</u>
TOTAL						-900.00
	Deposit		09/15/2018		Caitlin Checking	900.00
	Payment	934	09/15/2018	Beneficio, Katrina	12000 · Undeposited Funds	-300.00
	Payment	746	09/15/2018	Whalen, Tom	12000 · Undeposited Funds	-200.00
	Payment	1400	09/15/2018	Rock Castle Construction	12000 · Undeposited Funds	<u>-400.00</u>
TOTAL						-900.00
	Deposit		10/15/2018		Caitlin Checking	900.00
	Payment	956	10/15/2018	Beneficio, Katrina	12000 · Undeposited Funds	-300.00
	Payment	755	10/15/2018	Whalen, Tom	12000 · Undeposited Funds	-200.00

Caitlin QB Case 9 Tuscany Landscapes

Deposit Detail

All Transactions

Type	Num	Date	Name	Account	Amount
Payment	1500	10/15/2018	Rock Castle Construction	12000 · Undeposited Funds	-400.00
TOTAL					-900.00
Deposit		11/15/2018		Caitlin Checking	1,490.00
Payment	967	11/15/2018	Beneficio, Katrina	12000 · Undeposited Funds	-510.00
Payment	765	11/15/2018	Whalen, Tom	12000 · Undeposited Funds	-290.00
Payment	1600	11/15/2018	Rock Castle Construction	12000 · Undeposited Funds	-690.00
TOTAL					-1,490.00

Caitlin QB Case 9 Tuscany Landscapes Check Detail

January through December 2018

Type	Num	Date	Name	Item	Account	Paid Amount
Bill Pmt -Check		03/20/2018	AB Gas Station		Caitlin Checking	
Bill		03/01/2018		64800 · Supplies Expense		-100.00
TOTAL						-100.00
Bill Pmt -Check		03/20/2018	Mower Sales & Repair		Caitlin Checking	
Bill		02/20/2018		14100 · Mower Cost		-200.00
TOTAL						-200.00
Bill Pmt -Check		05/30/2018	AB Gas Station		Caitlin Checking	
Bill		05/01/2018		64800 · Supplies Expense		-100.00
TOTAL						-100.00
Bill Pmt -Check		06/30/2018	AB Gas Station		Caitlin Checking	
Bill		06/01/2018		64800 · Supplies Expense		-100.00
TOTAL						-100.00
Bill Pmt -Check		07/31/2018	AB Gas Station		Caitlin Checking	
Bill		07/01/2018		64800 · Supplies Expense		-100.00
TOTAL						-100.00
Bill Pmt -Check		08/31/2018	AB Gas Station		Caitlin Checking	
Bill		08/01/2018		64800 · Supplies Expense		-100.00
TOTAL						-100.00
Bill Pmt -Check		09/30/2018	AB Gas Station		Caitlin Checking	
Bill		09/01/2018		64800 · Supplies Expense		-100.00
TOTAL						-100.00
Bill Pmt -Check		10/31/2018	AB Gas Station		Caitlin Checking	
Bill		10/01/2018		64800 · Supplies Expense		-50.00
TOTAL						-50.00
Check	501	02/01/2018	Mower Sales & Repair		Caitlin Checking	

Caitlin QB Case 9 Tuscany Landscapes

Check Detail

January through December 2018

Type	Num	Date	Name	Item	Account	Paid Amount
					14100 · Mower Cost	-800.00
TOTAL						-800.00

Caitlin QB Case 9 Tuscany Landscapes Check Detail

January through December 2018

Original Amount

-100.00
100.00
TOTAL

 100.00

-200.00
200.00
TOTAL

 200.00

-100.00
100.00
TOTAL

 100.00

-100.00
100.00
TOTAL

 100.00

-100.00
100.00
TOTAL

 100.00

-100.00
100.00
TOTAL

 100.00

-100.00
100.00
TOTAL

 100.00

-50.00
50.00
TOTAL

 50.00

-800.00

Caitlin QB Case 9 Tuscany Landscapes
Check Detail
January through December 2018

	<u>Original Amount</u>
	800.00
TOTAL	800.00

Caitlin QB Case 9 Tuscany Landscapes Adjusting Journal Entries

December 31, 2018

Date	Num	Name	Memo	Account	Debit	Credit
12/31/2018	ADJ1			62400 - Depreciation Expense	200.00	
				14200 - Accumulated Depreciation Mower		200.00
					<u>200.00</u>	<u>200.00</u>
12/31/2018	ADJ2			62400 - Depreciation Expense	100.00	
				18200 - Accumulated Depr Trimmer		100.00
					<u>100.00</u>	<u>100.00</u>
TOTAL					<u>300.00</u>	<u>300.00</u>

Caitlin QB Case 9 Tuscany Landscapes
Adjusted Trial Balance
 December 31, 2018

	Unadjusted Balance		Adjustments		Adjusted
	Debit	Credit	Debit	Credit	Debit
Caitlin Checking	7,310.00				7,310.00
11000 - Accounts Receivable	0.00				0.00
12000 - Undeposited Funds	0.00				0.00
14000 - Mower:14100 - Mower Cost	1,000.00				1,000.00
14000 - Mower:14200 - Accumulated Depreciation Mower				200.00	
18000 - Trimmer Equipment:18200 - Accumulated Depr Trimmer				100.00	
20000 - Accounts Payable	0.00				0.00
32000 - Owners Equity		1,500.00			
45700 - Maintenance Services		7,460.00			
62400 - Depreciation Expense			300.00		300.00
64800 - Supplies Expense	650.00				650.00
TOTAL	8,960.00	8,960.00	300.00	300.00	9,260.00

Caitlin QB Case 9 Tuscany Landscapes Adjusted Trial Balance

December 31, 2018

	<u>Balance</u>
	<u>Credit</u>
Caitlin Checking	
11000 - Accounts Receivable	
12000 - Undeposited Funds	
14000 - Mower:14100 - Mower Cost	
14000 - Mower:14200 - Accumulated Depreciation Mower	200.00
18000 - Trimmer Equipment:18200 - Accumulated Depr Trimmer	100.00
20000 - Accounts Payable	
32000 - Owners Equity	1,500.00
45700 - Maintenance Services	7,460.00
62400 - Depreciation Expense	
64800 - Supplies Expense	
TOTAL	<u><u>9,260.00</u></u>

Caitlin QB Case 9 Tuscany Landscapes
General Ledger

As of December 31, 2018

	Type	Date	Num	Adj	Name
Caitlin Checking					
	Check	02/01/2018	501		Mower Sales & Repair
	Bill Pmt -Check	03/20/2018			AB Gas Station
	Bill Pmt -Check	03/20/2018			Mower Sales & Repair
	Bill Pmt -Check	05/30/2018			AB Gas Station
	Bill Pmt -Check	06/30/2018			AB Gas Station
	Bill Pmt -Check	07/31/2018			AB Gas Station
	Bill Pmt -Check	08/31/2018			AB Gas Station
	Bill Pmt -Check	09/30/2018			AB Gas Station
	Bill Pmt -Check	10/31/2018			AB Gas Station
Total Caitlin Checking					
11000 - Accounts Receivable					
	Payment	05/15/2018	755		Beneficio, Katrina
	Payment	05/15/2018	645		Whalen, Tom
	Payment	05/15/2018	1068		Rock Castle Construction
	Payment	06/15/2018	895		Beneficio, Katrina
	Payment	06/15/2018	698		Whalen, Tom
	Payment	06/15/2018	1100		Rock Castle Construction
	Payment	07/15/2018	910		Beneficio, Katrina
	Payment	07/15/2018	715		Whalen, Tom
	Payment	07/15/2018	1200		Rock Castle Construction
	Payment	08/15/2018	935		Beneficio, Katrina
	Payment	08/15/2018	742		Whalen, Tom
	Payment	08/15/2018	1300		Rock Castle Construction
	Payment	09/15/2018	934		Beneficio, Katrina
	Payment	09/15/2018	746		Whalen, Tom
	Payment	09/15/2018	1400		Rock Castle Construction
	Payment	10/15/2018	956		Beneficio, Katrina
	Payment	10/15/2018	755		Whalen, Tom
	Payment	10/15/2018	1500		Rock Castle Construction
	Payment	11/15/2018	967		Beneficio, Katrina
	Payment	11/15/2018	765		Whalen, Tom
	Payment	11/15/2018	1600		Rock Castle Construction
Total 11000 - Accounts Receivable					
12000 - Undeposited Funds					
	Deposit	05/15/2018	755		-MULTIPLE-
	Deposit	06/15/2018	895		-MULTIPLE-
	Deposit	07/15/2018	910		-MULTIPLE-
	Deposit	08/15/2018	935		-MULTIPLE-
	Deposit	09/15/2018	934		-MULTIPLE-
	Deposit	10/15/2018	956		-MULTIPLE-
	Deposit	11/15/2018	967		-MULTIPLE-
Total 12000 - Undeposited Funds					
14000 - Mower					
14100 - Mower Cost					
Total 14100 - Mower Cost					
14200 - Accumulated Depreciation Mower					

Caitlin QB Case 9 Tuscany Landscapes
General Ledger

As of December 31, 2018

	Type	Date	Num	Adj	Name
Total 14200 · Accumulated Depreciation Mower	General Journal	12/31/2018	ADJ1	√	
14000 · Mower - Other					
Total 14000 · Mower - Other					
Total 14000 · Mower					
15000 · Furniture and Equipment					
Total 15000 · Furniture and Equipment					
15800 · Landscaping Equipment					
Total 15800 · Landscaping Equipment					
17000 · Accumulated Depreciation					
Total 17000 · Accumulated Depreciation					
18000 · Trimmer Equipment					
18100 · Trimmer Equipment Cost					
Total 18100 · Trimmer Equipment Cost					
18200 · Accumulated Depr Trimmer	General Journal	12/31/2018	ADJ2	√	
Total 18200 · Accumulated Depr Trimmer					
18000 · Trimmer Equipment - Other					
Total 18000 · Trimmer Equipment - Other					
Total 18000 · Trimmer Equipment					
20000 · Accounts Payable					
	Bill	02/20/2018			Mower Sales & Repair
	Bill	03/01/2018			AB Gas Station
	Bill	05/01/2018			AB Gas Station
	Bill	06/01/2018			AB Gas Station
	Bill	07/01/2018			AB Gas Station
	Bill	08/01/2018			AB Gas Station
	Bill	09/01/2018			AB Gas Station
	Bill	10/01/2018			AB Gas Station
Total 20000 · Accounts Payable					
30000 · Opening Balance Equity					
Total 30000 · Opening Balance Equity					
30800 · Owners Draw					
Total 30800 · Owners Draw					
32000 · Owners Equity					
	Deposit	01/01/2018			Tomaso Moltissimo
Total 32000 · Owners Equity					

**Caitlin QB Case 9 Tuscany Landscapes
 General Ledger**

As of December 31, 2018

	Type	Date	Num	Adj	Name
44900 · Installation Services					
Total 44900 · Installation Services					
45700 · Maintenance Services					
	Invoice	04/30/2018	1		Beneficio, Katrina
	Invoice	04/30/2018	2		Rock Castle Construction
	Invoice	04/30/2018	3		Whalen, Tom
	Invoice	05/30/2018	4		Beneficio, Katrina
	Invoice	05/30/2018	5		Rock Castle Construction
	Invoice	05/30/2018	6		Whalen, Tom
	Invoice	06/30/2018	7		Beneficio, Katrina
	Invoice	06/30/2018	8		Rock Castle Construction
	Invoice	06/30/2018	9		Whalen, Tom
	Invoice	07/31/2018	10		Beneficio, Katrina
	Invoice	07/31/2018	11		Rock Castle Construction
	Invoice	07/31/2018	12		Whalen, Tom
	Invoice	08/31/2018	13		Beneficio, Katrina
	Invoice	08/31/2018	14		Rock Castle Construction
	Invoice	08/31/2018	15		Whalen, Tom
	Invoice	09/30/2018	16		Beneficio, Katrina
	Invoice	09/30/2018	17		Rock Castle Construction
	Invoice	09/30/2018	18		Whalen, Tom
	Invoice	10/31/2018	19		Beneficio, Katrina
	Invoice	10/31/2018	20		Rock Castle Construction
	Invoice	10/31/2018	21		Whalen, Tom
Total 45700 · Maintenance Services					
51600 · Materials Costs					
Total 51600 · Materials Costs					
54100 · Worker's Compensation Insurance					
Total 54100 · Worker's Compensation Insurance					
60000 · Advertising and Promotion					
Total 60000 · Advertising and Promotion					
60100 · Auto and Truck Expenses					
Total 60100 · Auto and Truck Expenses					
60400 · Bank Service Charges					
Total 60400 · Bank Service Charges					
61700 · Computer and Internet Expenses					
Total 61700 · Computer and Internet Expenses					
62400 · Depreciation Expense					
Total 62400 · Depreciation Expense					
63300 · Insurance Expense					
Total 63300 · Insurance Expense					

Caitlin QB Case 9 Tuscany Landscapes
General Ledger

As of December 31, 2018

	Type	Date	Num	Adj	Name
63400 · Interest Expense					
Total 63400 · Interest Expense					
64300 · Meals and Entertainment					
Total 64300 · Meals and Entertainment					
64800 · Supplies Expense					
	Bill	10/01/2018			AB Gas Station
Total 64800 · Supplies Expense					
64900 · Office Supplies					
Total 64900 · Office Supplies					
66500 · Postage and Delivery					
Total 66500 · Postage and Delivery					
66700 · Professional Fees					
Total 66700 · Professional Fees					
67100 · Rent Expense					
Total 67100 · Rent Expense					
67200 · Repairs and Maintenance					
Total 67200 · Repairs and Maintenance					
68100 · Telephone Expense					
Total 68100 · Telephone Expense					
68400 · Travel Expense					
Total 68400 · Travel Expense					
68600 · Utilities					
Total 68600 · Utilities					
80000 · Ask My Accountant					
Total 80000 · Ask My Accountant					
No acct					
Total no acct					
TOTAL					

**Caitlin QB Case 9 Tuscany Landscapes
 General Ledger**

As of December 31, 2018

	Memo	Split	Debit	Credit
Caitlin Checking				
	4002	14100 · Mower Cost		800.00
	4001	20000 · Accounts Payable		100.00
	4002	20000 · Accounts Payable		200.00
	4001	20000 · Accounts Payable		100.00
	4001	20000 · Accounts Payable		100.00
	4001	20000 · Accounts Payable		100.00
	4001	20000 · Accounts Payable		100.00
	4001	20000 · Accounts Payable		100.00
	4001	20000 · Accounts Payable		50.00
Total Caitlin Checking			0.00	1,650.00

11000 · Accounts Receivable

		12000 · Undeposited Funds		300.00
		12000 · Undeposited Funds		200.00
		12000 · Undeposited Funds		400.00
		12000 · Undeposited Funds		300.00
		12000 · Undeposited Funds		200.00
		12000 · Undeposited Funds		400.00
		12000 · Undeposited Funds		510.00
		12000 · Undeposited Funds		290.00
		12000 · Undeposited Funds		670.00
		12000 · Undeposited Funds		300.00
		12000 · Undeposited Funds		200.00
		12000 · Undeposited Funds		400.00
		12000 · Undeposited Funds		300.00
		12000 · Undeposited Funds		200.00
		12000 · Undeposited Funds		400.00
		12000 · Undeposited Funds		300.00
		12000 · Undeposited Funds		200.00
		12000 · Undeposited Funds		400.00
		12000 · Undeposited Funds		510.00
		12000 · Undeposited Funds		290.00
		12000 · Undeposited Funds		690.00
Total 11000 · Accounts Receivable			0.00	7,460.00

12000 · Undeposited Funds

	Deposit	Caitlin Checking		900.00
	Deposit	Caitlin Checking		900.00
	Deposit	Caitlin Checking		1,470.00
	Deposit	Caitlin Checking		900.00
	Deposit	Caitlin Checking		900.00
	Deposit	Caitlin Checking		900.00
	Deposit	Caitlin Checking		1,490.00
Total 12000 · Undeposited Funds			0.00	7,460.00

14000 · Mower

14100 · Mower Cost

Total 14100 · Mower Cost

14200 · Accumulated Depreciation Mower

Caitlin QB Case 9 Tuscany Landscapes
General Ledger

As of December 31, 2018

	Memo	Split	Debit	Credit
		62400 · Depreciation Expense		200.00
Total 14200 · Accumulated Depreciation Mower			0.00	200.00
14000 · Mower - Other				
Total 14000 · Mower - Other				
Total 14000 · Mower			0.00	200.00
15000 · Furniture and Equipment				
Total 15000 · Furniture and Equipment				
15800 · Landscaping Equipment				
Total 15800 · Landscaping Equipment				
17000 · Accumulated Depreciation				
Total 17000 · Accumulated Depreciation				
18000 · Trimmer Equipment				
18100 · Trimmer Equipment Cost				
Total 18100 · Trimmer Equipment Cost				
18200 · Accumulated Depr Trimmer				
		62400 · Depreciation Expense		100.00
Total 18200 · Accumulated Depr Trimmer			0.00	100.00
18000 · Trimmer Equipment - Other				
Total 18000 · Trimmer Equipment - Other				
Total 18000 · Trimmer Equipment			0.00	100.00
20000 · Accounts Payable				
		14100 · Mower Cost		200.00
		64800 · Supplies Expense		100.00
		64800 · Supplies Expense		100.00
		64800 · Supplies Expense		100.00
		64800 · Supplies Expense		100.00
		64800 · Supplies Expense		100.00
		64800 · Supplies Expense		100.00
		-SPLIT-		50.00
Total 20000 · Accounts Payable			0.00	850.00
30000 · Opening Balance Equity				
Total 30000 · Opening Balance Equity				
30800 · Owners Draw				
Total 30800 · Owners Draw				
32000 · Owners Equity				
	Investment	Caitlin Checking		1,500.00
Total 32000 · Owners Equity			0.00	1,500.00

Caitlin QB Case 9 Tuscany Landscapes
General Ledger

As of December 31, 2018

	Memo	Split	Debit	Credit
44900 · Installation Services				
Total 44900 · Installation Services				
 45700 · Maintenance Services				
	Lawn Mowing	11000 · Accounts Receivable		300.00
	Lawn Mowing	11000 · Accounts Receivable		400.00
	Lawn Mowing	11000 · Accounts Receivable		200.00
	Lawn Mowing	11000 · Accounts Receivable		300.00
	Lawn Mowing	11000 · Accounts Receivable		400.00
	Lawn Mowing	11000 · Accounts Receivable		200.00
	-MULTIPLE-	11000 · Accounts Receivable		510.00
	-MULTIPLE-	11000 · Accounts Receivable		670.00
	-MULTIPLE-	11000 · Accounts Receivable		290.00
	Lawn Mowing	11000 · Accounts Receivable		300.00
	Lawn Mowing	11000 · Accounts Receivable		400.00
	Lawn Mowing	11000 · Accounts Receivable		200.00
	Lawn Mowing	11000 · Accounts Receivable		300.00
	Lawn Mowing	11000 · Accounts Receivable		400.00
	Lawn Mowing	11000 · Accounts Receivable		200.00
	Lawn Mowing	11000 · Accounts Receivable		300.00
	Lawn Mowing	11000 · Accounts Receivable		400.00
	Lawn Mowing	11000 · Accounts Receivable		200.00
	-MULTIPLE-	11000 · Accounts Receivable		510.00
	-MULTIPLE-	11000 · Accounts Receivable		690.00
	-MULTIPLE-	11000 · Accounts Receivable		290.00
			0.00	7,460.00
Total 45700 · Maintenance Services				
 51600 · Materials Costs				
Total 51600 · Materials Costs				
 54100 · Worker's Compensation Insurance				
Total 54100 · Worker's Compensation Insurance				
 60000 · Advertising and Promotion				
Total 60000 · Advertising and Promotion				
 60100 · Auto and Truck Expenses				
Total 60100 · Auto and Truck Expenses				
 60400 · Bank Service Charges				
Total 60400 · Bank Service Charges				
 61700 · Computer and Internet Expenses				
Total 61700 · Computer and Internet Expenses				
 62400 · Depreciation Expense				
Total 62400 · Depreciation Expense				
 63300 · Insurance Expense				
Total 63300 · Insurance Expense				

Caitlin QB Case 9 Tuscany Landscapes
General Ledger

As of December 31, 2018

	Memo	Split	Debit	Credit
63400 · Interest Expense				
Total 63400 · Interest Expense				
64300 · Meals and Entertainment				
Total 64300 · Meals and Entertainment				
64800 · Supplies Expense				
		20000 · Accounts Payable	0.00	
Total 64800 · Supplies Expense			0.00	0.00
64900 · Office Supplies				
Total 64900 · Office Supplies				
66500 · Postage and Delivery				
Total 66500 · Postage and Delivery				
66700 · Professional Fees				
Total 66700 · Professional Fees				
67100 · Rent Expense				
Total 67100 · Rent Expense				
67200 · Repairs and Maintenance				
Total 67200 · Repairs and Maintenance				
68100 · Telephone Expense				
Total 68100 · Telephone Expense				
68400 · Travel Expense				
Total 68400 · Travel Expense				
68600 · Utilities				
Total 68600 · Utilities				
80000 · Ask My Accountant				
Total 80000 · Ask My Accountant				
No acct				
Total no acct				
TOTAL			0.00	26,680.00

**Caitlin QB Case 9 Tuscany Landscapes
 General Ledger**

As of December 31, 2018

	<u>Balance</u>
Caitlin Checking	0.00
	-800.00
	-900.00
	-1,100.00
	-1,200.00
	-1,300.00
	-1,400.00
	-1,500.00
	-1,600.00
	<u>-1,650.00</u>
Total Caitlin Checking	-1,650.00
11000 - Accounts Receivable	0.00
	-300.00
	-500.00
	-900.00
	-1,200.00
	-1,400.00
	-1,800.00
	-2,310.00
	-2,600.00
	-3,270.00
	-3,570.00
	-3,770.00
	-4,170.00
	-4,470.00
	-4,670.00
	-5,070.00
	-5,370.00
	-5,570.00
	-5,970.00
	-6,480.00
	-6,770.00
	<u>-7,460.00</u>
Total 11000 - Accounts Receivable	-7,460.00
12000 - Undeposited Funds	0.00
	-900.00
	-1,800.00
	-3,270.00
	-4,170.00
	-5,070.00
	-5,970.00
	<u>-7,460.00</u>
Total 12000 - Undeposited Funds	-7,460.00
14000 - Mower	0.00
14100 - Mower Cost	0.00
Total 14100 - Mower Cost	0.00
14200 - Accumulated Depreciation Mower	0.00

Caitlin QB Case 9 Tuscany Landscapes
General Ledger

As of December 31, 2018

	<u>Balance</u>
	-200.00
Total 14200 · Accumulated Depreciation Mower	-200.00
14000 · Mower - Other	0.00
Total 14000 · Mower - Other	<u>0.00</u>
Total 14000 · Mower	-200.00
15000 · Furniture and Equipment	0.00
Total 15000 · Furniture and Equipment	0.00
15800 · Landscaping Equipment	0.00
Total 15800 · Landscaping Equipment	0.00
17000 · Accumulated Depreciation	0.00
Total 17000 · Accumulated Depreciation	0.00
18000 · Trimmer Equipment	0.00
18100 · Trimmer Equipment Cost	0.00
Total 18100 · Trimmer Equipment Cost	0.00
18200 · Accumulated Depr Trimmer	0.00
	-100.00
Total 18200 · Accumulated Depr Trimmer	<u>-100.00</u>
18000 · Trimmer Equipment - Other	0.00
Total 18000 · Trimmer Equipment - Other	<u>0.00</u>
Total 18000 · Trimmer Equipment	-100.00
20000 · Accounts Payable	0.00
	-200.00
	-300.00
	-400.00
	-500.00
	-600.00
	-700.00
	-800.00
	-850.00
Total 20000 · Accounts Payable	<u>-850.00</u>
30000 · Opening Balance Equity	0.00
Total 30000 · Opening Balance Equity	0.00
30800 · Owners Draw	0.00
Total 30800 · Owners Draw	0.00
32000 · Owners Equity	0.00
	-1,500.00
Total 32000 · Owners Equity	<u>-1,500.00</u>

Caitlin QB Case 9 Tuscany Landscapes
General Ledger

As of December 31, 2018

	<u>Balance</u>
44900 · Installation Services	0.00
Total 44900 · Installation Services	0.00
45700 · Maintenance Services	0.00
	-300.00
	-700.00
	-900.00
	-1,200.00
	-1,600.00
	-1,800.00
	-2,310.00
	-2,980.00
	-3,270.00
	-3,570.00
	-3,970.00
	-4,170.00
	-4,470.00
	-4,870.00
	-5,070.00
	-5,370.00
	-5,770.00
	-5,970.00
	-6,480.00
	-7,170.00
	<u>-7,460.00</u>
Total 45700 · Maintenance Services	-7,460.00
51600 · Materials Costs	0.00
Total 51600 · Materials Costs	0.00
54100 · Worker's Compensation Insurance	0.00
Total 54100 · Worker's Compensation Insurance	0.00
60000 · Advertising and Promotion	0.00
Total 60000 · Advertising and Promotion	0.00
60100 · Auto and Truck Expenses	0.00
Total 60100 · Auto and Truck Expenses	0.00
60400 · Bank Service Charges	0.00
Total 60400 · Bank Service Charges	0.00
61700 · Computer and Internet Expenses	0.00
Total 61700 · Computer and Internet Expenses	0.00
62400 · Depreciation Expense	0.00
Total 62400 · Depreciation Expense	0.00
63300 · Insurance Expense	0.00
Total 63300 · Insurance Expense	0.00

Caitlin QB Case 9 Tuscany Landscapes
General Ledger

As of December 31, 2018

	<u>Balance</u>
63400 · Interest Expense	0.00
Total 63400 · Interest Expense	0.00
64300 · Meals and Entertainment	0.00
Total 64300 · Meals and Entertainment	0.00
64800 · Supplies Expense	0.00
	<u>0.00</u>
Total 64800 · Supplies Expense	0.00
64900 · Office Supplies	0.00
Total 64900 · Office Supplies	0.00
66500 · Postage and Delivery	0.00
Total 66500 · Postage and Delivery	0.00
66700 · Professional Fees	0.00
Total 66700 · Professional Fees	0.00
67100 · Rent Expense	0.00
Total 67100 · Rent Expense	0.00
67200 · Repairs and Maintenance	0.00
Total 67200 · Repairs and Maintenance	0.00
68100 · Telephone Expense	0.00
Total 68100 · Telephone Expense	0.00
68400 · Travel Expense	0.00
Total 68400 · Travel Expense	0.00
68600 · Utilities	0.00
Total 68600 · Utilities	0.00
80000 · Ask My Accountant	0.00
Total 80000 · Ask My Accountant	0.00
No acct	0.00
Total no acct	<u>0.00</u>
TOTAL	<u><u>-26,680.00</u></u>

Caitlin QB Case 9 Tuscany Landscapes
Profit & Loss

January through December 2018

Jan - Dec 18

Ordinary Income/Expense	
Income	
45700 · Maintenance Services	<u>7,460.00</u>
Total Income	<u>7,460.00</u>
Gross Profit	7,460.00
Expense	
62400 · Depreciation Expense	300.00
64800 · Supplies Expense	<u>650.00</u>
Total Expense	<u>950.00</u>
Net Ordinary Income	<u>6,510.00</u>
Net Income	<u><u>6,510.00</u></u>

Caitlin QB Case 9 Tuscany Landscapes
Balance Sheet

As of December 31, 2018

	<u>Dec 31, 18</u>
ASSETS	
Current Assets	
Checking/Savings	
Caitlin Checking	7,310.00
Total Checking/Savings	<u>7,310.00</u>
Total Current Assets	7,310.00
Fixed Assets	
14000 - Mower	
14100 - Mower Cost	1,000.00
14200 - Accumulated Depreciation Mower	<u>-200.00</u>
Total 14000 - Mower	800.00
18000 - Trimmer Equipment	
18200 - Accumulated Depr Trimmer	<u>-100.00</u>
Total 18000 - Trimmer Equipment	<u>-100.00</u>
Total Fixed Assets	<u>700.00</u>
TOTAL ASSETS	<u><u>8,010.00</u></u>
LIABILITIES & EQUITY	
Equity	
32000 - Owners Equity	1,500.00
Net Income	<u>6,510.00</u>
Total Equity	<u>8,010.00</u>
TOTAL LIABILITIES & EQUITY	<u><u>8,010.00</u></u>

Caitlin QB Case 9 Tuscany Landscapes
Statement of Cash Flows
January through December 2018

	<u>Jan - Dec 18</u>
OPERATING ACTIVITIES	
Net Income	6,510.00
Net cash provided by Operating Activities	6,510.00
INVESTING ACTIVITIES	
14000 · Mower:14100 · Mower Cost	-1,000.00
14000 · Mower:14200 · Accumulated Depreciation Mower	200.00
18000 · Trimmer Equipment:18200 · Accumulated Depr Trimmer	100.00
Net cash provided by Investing Activities	-700.00
FINANCING ACTIVITIES	
32000 · Owners Equity	1,500.00
Net cash provided by Financing Activities	1,500.00
Net cash increase for period	7,310.00
Cash at end of period	<u>7,310.00</u>