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DOS AND DON'TS IN CHEQUE BOUNCE CASE- 10 KEY POINTS

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Even though online banking is prospering, some people still opt for the traditional way of transferring money through cheques. Due to this, one needs to know the details of dishonour of cheque and the dos and don'ts to be followed in a cheque bounce case.

1. The cheque should be furnished within the validity period. It should be noted that the previous validity period was 6 months, which is not reduced to 3 months.
2. One should give a demand notice to the drawer when the cheque bounces. The demand notice should be sent within 30 days from the dishonour of cheque.
3. A 15 days period is given to the drawer for making payments.
4. In addition to this, the demand notice should be sent by the complainant. But it is always advisable to hire a lawyer for issuing cheque bounce notice.
5. One should avoid altering the amount of cheque.
6. Additionally, we should change the name of the payee.
7. Moreover, we have to avoid altering the date of the cheque.
8. Lastly, we should avoid to make any sort of change to the cheque.
9. We should make the complaint as soon as the period of 30 days expires. As the delay in filing the complaint will only be granted in exceptional circumstances.
10. The validity of cheque gets expired after three months.

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During the execution of any activity, each activity undertakes in a corporate transaction on a daily basis. They could be other corporate entities (B2B), or customers (B2C). Also, it can be on a base of Cash or Credit. And keeping correct trace of it is very important to understand the general health of a company. As a businessperson, it is essential to understand when, where, how money flows / out of your business. What is the magazine in accountability? To keep track of daily commercial transactions, capturing the details of each transaction is very important. The basic information that must be traced is the date of the transaction, the purpose of a commercial transaction that has mainly double effect, a brief explanation of the transaction, and its quantity. The recording activity of this commercial transaction in the book books of a company is called journalising. In accounting terminology, the first step in a accounting cycle is to record a newspaper item of a commercial transaction following a double entry system. Each transaction has at least two accounts, one is Debit and others are Credit with an equal amount. For the time, it is enough to understand the following rule, nature of examples transactions (only the purpose of office / factory) balance increases decrease in machine goods, cars, furniture, etc., debt debt credit liability suppliers, taxes, bank credits etc. Credit credit expenses Telephone, Rent, Electricity, Work Expenses, Employees Salary, etc. Debit Debit Credit income sales, interest earned on deposits etc. Credit Debit Assets The account account always brought a balance Debit, so when there is an increase in the value of account Debit and the account of income vice versa always brought a balance of Credit, so when there is an increase in the value of the account Credit, the Debit and vice versa. We understand this with the help of an example. Example of magazine in accountability on November 1st to 21, Mehta traders purchased furniture @ 75000 /- from Sharma Enterprises on credit (30 days). Considering the business operation above which is between two business bodies - Mehta Traders (Buyer) & Sharma Enterprises (Seller), we try to analyze how it will be recorded in the books of both entities. Like Mehta Traders, she is buying from Sharma Enterprises so it's an expense for them. Thus, the two accounts involved in this commercial transaction is - A/C Furniture - Sharma Enterprises A/C - Responsibility when asset is increasing yes Debit DebitTERHE is the account account (assets have a debit balance) When the responsibility is increased Debit Credit the responsibility account (the skills have a credit balance) Journal Book of Mehta Traders Date Particulars Amount (Dr.) Amount (Cr.) 1-Nov-21 Dr. Furniture A/C 75,000 Cr. Sharma Enterprises A/C 75,000 [Being Furniture @ 75000/- Purchased by Sharma Enterprises on Credit] similarly, since Sharma Enterprises sells the furniture to Mehta Traders, it is an income for them. So, the two accounts involved in this commercial transaction is - A/C sales - MEHTA traders A/C income - Assets when the sale is increasing Debit Credit the sales account (sales have a balance of credit) when the goods increase, Debit Credit DebitTERATA is The account of good (the assets have a debit balance) Journal Book of Sharma Enterprises Data Particulars Amount (Dr.) Amount (Cr.) 1-Nov-21 Dr. Mehta A/C 75,000 Cr. Sales a/c 75,000 [being 25 washing machines at 75000/- sold at Mehta Traders a credit] Note: the furniture is a "asset" for the Mehta traders, so it will be monitored as "Furniture a/c" and not "Purchase A/c" Furniture is Inventory for Sharma Enterprises as he is into trading of furniture so it will consider under "Sales A/c" To summarise the entry and Dai unanalisi comparativa - Sr. No. Mehta Traders Sharma Enterprises 1 Purchase of a fixed asset for the use of the Office Furniture Sales (Inventory) 2 Sharma Enterprises is a responsibility as there will be a flux of money due to the purchase of MEHTA Trader will be an Activity as there will be an influx of money due to sales 3 Dr. Buy A/C CR. Sharma Enterprises A/c Dr. Mehta Traders A/c Cr. SHARMA Enterprises A However, from the accounting software perspective (Tallyprime's), each commercial transaction is based bifurcated on the voucher types. So, in Tally you can see various types of vouchers, namely purchase, sales, payment, receipt, diary, etc. Instead of just one kind of transaction (voucher), namely "Journal". Using different types of vouchers tolypress the nature of transactions, it will help you record your transactions and easily analyze your relationships. Sr. No. Type of transaction vouchers in Tallyprime 1 to register a payment made to the payment of supplier 2 to register a receipt of money from customers/customers received 3 to register the purchase of goods from your supplier Purchase 4 to register the sale of goods to your Customers ac'ile Priority helps you in faster entering transaction data. But if this is the case, then the question that might emerge in your mind is that "when should I use .liaicremmoe .liaicremmoe inoizasnart eheop id ipmese odnednerp eripac omaccaF -ná rehcuov id opit" lanruj" rehcuov id opit you buy a fixed asset for your business, for e.g., Machinery, Car, Furniture etc. You cannot record it in a Purchase voucher type as you are not a trader of these fixed assets but using it for your office use. (As explained above in the case of Mehta Traders). If you were a trader like Sharm Enterprises, then you would have used Purchase/Sales (basis the business transaction) instead of Journal. To record depreciation for your fixed asset. To record prepaid expenses (Amount paid but expenses will accrue over the months/year etc.) To record adjustment of taxes before making payment to the government department (Input vs. Output GST) To record correction of entry due to wrongly debited/credited account How to record a Journal voucher in TallyPrime Let us take the business transaction of Mehta Traders. Date Particulars Amount (Dr.) Amount (Cr.) 1-Nov-21 Dr. Furniture A/c 75,000 Cr. Sharma Enterprises A/c 75,000 [Being Furniture @ 75000/- purchased from Sharma Enterprises on credit] The above entry can be recorded in TallyPrime in these simple steps Step 1 Gateway of Tally > Transactions (Vouchers) > F7: Journal Step 2 You may configure Use Cr/Dr instead of To/By during voucher entry by pressing Press F12: Configure as per your preference Step 3 Select the transaction date as 1-Nov-21 by pressing F2: Date Step 4 Dr. Furniture A/c (Fixed Assets) and specify the value against it as 75,000, then Cr. Sharma Enterprises (Sundry Creditors) Note: In the ledger field, you can press alt and c keys to create ledgers on the fly and grouping it under Fixed Assets and Sundry Creditors respectively. Step 5 Specify the narration for future reference purpose Step 6 Press Enter key to accept the transaction This is how TallyPrime helps you to record the Journal voucher quickly and with simplicity! Read more: Accounting or book keeping is an important aspect of running a business successfully. Tally.ERP 9 uoY .noitamrofrni retsam eht ot segnahc ekam dna weiv ot reHA .edom yalpsid eht ni deifdom eb tonnac noitamrofrni retsaMÁ Á .noitamrofrni retsa m eht weiv ot yalpsid .sretsam wen etarec ot etaeC noitpircseD noitcniF .snoitcnuf gniiwolof eht evah rehcuov ro spuorg .sregdel rof noitamrofrni stnuocca .ofni stnuocca> yllat fo yawetag of og, snopto unem eht weiv ot .retsam a ekil yltxaxe sevahab retsam-bus a .emit a ta sretsam-business ynam htw krowe á a ta retsam eno htw krow of noitpo retsam elgnis ÁÁÁe :sedivorp noitamrofrni stnuocA .sliated tnuocca s'ynapmoc edivorp nac uoy heihw htw sepyt rehcuov dna sregdel . spuorg okil sretsam gnitnuocca stsil noitamrofrni stnuocca eht noitamrofrni stnuocA .srenisub ruoy fo sutats laicnani eht wonk of stropor weiv ÁÁÁe .ecivres ro tucdorp ruoy fo sliated gniretne htw noitcasnart rehcuov drocer ÁÁÁe .stnemieruqg srenisub rehto ro yrotutats yna rof ynapmoc ruoy eruginoc ÁÁÁe .deriuqer sa,) regdel eeyolpme ro sregdel etrtaec tsoc .retsam ytrap .sregdel knabi sretsam dna ynapmoc ruoy etaeC ÁÁÁe :ot yltnatsni serutaeF gnitnuocca s'9 PRE.yllaT htw detrats teg nac uoY tnuocca ssol dna tiforp dna .teehS ecnalaB gniveiv ÁÁ Áe snoitaluclac tseretni dna yrotutats gnitnemelpmI ÁÁÁe sertnec tiforp dna tsoc gniganaM ÁÁÁe noitaicnocer dna tmemeganam euqehc gnidulcni .gniknab rof snoitcasnart gnisscorP ÁÁÁe noitamrofrni tmemyap esiw-llib gniniatniM ÁÁ Áe seciovni gniniatniM dna gnitaerc gnidulcni .snoitcasnart lla fo gnipeek-gnikooB ÁÁÁe :sa hcus .srenisub ruoy ni snoitarepo gnitnuocca rojam eht fo lla eganam dna mrofrep ot uoy selbane 9 PRE.yllaT .stropor gnitareneg dna .srehcuov .sretsam gniniatniM dna gnitaerc yb srenisub ruoy rof yrassecen snoitcasnart drocer nac uoY serutaeF gnitnuocCA snoipto eruginoc :21F serutaeF :11F noitamrofrni stnuocCA serutaeF gnitnuocCA egap siht nO .ylisae snoitcasnart srenisub drocer ot uoy elbane taht serutaeF gnitnuocca esu-ot-elpmis Create master in ALTER mode. F11: Features 1. Go to Gateway of Tally> F11: Functionality> F1: Account 2. Select the company from the list of companies. The account features screen appears as below screenshot shown: See F11: Company functionality in Tally.erp 9 for details. F12: Configure Options - Go to Gateway of Tally> F12: configure> Accts / Inventory Information. The main configuration screen appears as below screenshot shown: Note: configurations are applicable for all masters of the master book. Changes can also be made in the configuration screens of the master book. Article

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