

Tips for updating QuickBooks Desktop

You can export a report, change certain formatting, and reimport it into QuickBooks Desktop.

QuickBooks will update and keep these changes:

- 1 Renamed report titles**
- 2 Font, Fill, and Number formatting**
(in row & column headers only)
- 3 Resized columns**
- 4 Renamed column & row headers**
- 5 Inserted rows & columns**
You must enter text or a formula in the row to preserve it.
- 6 New Excel formulas**
The updated report must contain the row associated with y
- 7 Inserted text**
Make your new text always appear next to a particular row
the text as a formula (e.g. ="inserted text")

QuickBooks will NOT support these changes:

- Font formatting in n
- Inserted rows that a
- Moved data cells

Desktop report in Excel

ting or add new formulas, and then update it with new QuickBooks c

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	A	B	C	D	E	F	G	H
1						My Company P&L		
2						Profit & Loss		
3						July through August 2012		
4							07/16/12	Aug
5						Ordinary Income/Expense		
6						MONEY IN (aka Income)		
7						40100 - Construction Income		
8						40110 - Design Income	3,054.02	3,90
9						40199 - Less Discounts given	0.00	-4
10						Total 40100 - Construction Income	3,054.02	3,75
11						40500 - Reimbursement Income		
12						40520 - Permit Reimbursement Income	0.00	48
13						Total 40500 - Reimbursement Income	0.00	48
14						Total Income	3,054.02	29,19
15						* Labor Income less Design Income	3,054.02	13,22
16						Cost of Goods Sold		

our formula

by entering

on-header cells*
re left empty

- Renamed date columns
- Deleted columns
- Sorted columns

- Inserted columns in between QuickBooks row headers

- User-def supported updated

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I	J
TOTAL	
6,954.02	
-48.35	*
6,905.67	
487.00	
487.00	
6,343.45	
1,596.71	Labor Diff

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Formulas may not be collapsed reports when on the same excel sheet

**Bexley CIC
Balance Sheet
As of March 31, 2023**

Accrual Basis
Mar 31, 23

ASSETS

Current Assets

Checking/Savings

Basic Bus Ckg - x2925 (Cassady)	9,809.44
Bexley CIC Operating x8753	9,527.55
Bexley Square x9005	305,022.77
Bexley Square x9256	-27,893.16
Ferndale-Mayfield x4443	356,050.13

Total Checking/Savings 652,516.73

Other Current Assets

Other Assets	5,095.00
Revenue Receivable	27,649.58

Total Other Current Assets 32,744.58

Total Current Assets 685,261.31

Fixed Assets

2210-2230 E Main Street	172,357.00
Capital Assets, Net	1,067,006.20
Ferndale/Mayfield	404,729.43
Land	1,701,301.00

Total Fixed Assets 3,345,393.63

TOTAL ASSETS 4,030,654.94

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Other Current Liabilities

Accrued Expenses	6,688.25
Intergovernmental Payable	80,576.00
Ohio State Bank LOC 5002197	410,244.29

Total Other Current Liabilities 497,508.54

Total Current Liabilities 497,508.54

Total Liabilities 497,508.54

Equity

Funds from City for land Purcha	377,452.21
Net investment in Capital Asset	2,342,288.00
Unrestricted	795,314.02
Net Income	18,092.17

Total Equity 3,533,146.40

TOTAL LIABILITIES & EQUITY 4,030,654.94

Bexley CIC Profit & Loss

January through March 2023

	Jan 23	Feb 23	Mar 23	Accrual Basis TOTAL
Ordinary Income/Expense				
Income				
Lease Income	965.00	965.00	965.00	2,895.00
Rental Revenue	34,772.27	25,237.40	44,307.05	104,316.72
Total Income	<u>35,737.27</u>	<u>26,202.40</u>	<u>45,272.05</u>	<u>107,211.72</u>
Gross Profit	35,737.27	26,202.40	45,272.05	107,211.72
Expense				
Occupancy Expenses				
Bexley Square Expenses				
AEP	1,148.03	1,018.47	1,017.46	3,183.96
ATT	182.85	182.85	119.01	484.71
Fix Inc	280.33	280.33	280.33	840.99
Licenses and Taxes	40,254.58	0.00	0.00	40,254.58
Repairs and Main	896.88	0.00	11,666.25	12,563.13
The Gilbert Group	1,760.46	1,736.75	1,736.75	5,233.96
Utilities	46.41	0.00	0.00	46.41
Total Bexley Square Expenses	<u>44,569.54</u>	<u>3,218.40</u>	<u>14,819.80</u>	<u>62,607.74</u>
Cassady Expenses				
Licenses and Taxes	2,496.36	0.00	0.00	2,496.36
Management Fees	57.00	57.00	57.00	171.00
Utilities	68.88	410.10	119.95	598.93
Total Cassady Expenses	<u>2,622.24</u>	<u>467.10</u>	<u>176.95</u>	<u>3,266.29</u>
Distribution to City of Bexley	0.00	10,000.00	10,000.00	20,000.00
Repairs and Maintenance	852.94	0.00	0.00	852.94
Total Occupancy Expenses	<u>48,044.72</u>	<u>13,685.50</u>	<u>24,996.75</u>	<u>86,726.97</u>
Operating Expenses				
Office Supplies	72.56	0.00	0.00	72.56
Total Operating Expenses	<u>72.56</u>	<u>0.00</u>	<u>0.00</u>	<u>72.56</u>
Professional Fees Expenses				
Bookkeeping Fees	904.75	476.27	939.00	2,320.02
Total Professional Fees Expenses	<u>904.75</u>	<u>476.27</u>	<u>939.00</u>	<u>2,320.02</u>
Total Expense	<u>49,022.03</u>	<u>14,161.77</u>	<u>25,935.75</u>	<u>89,119.55</u>
Net Ordinary Income	<u>-13,284.76</u>	<u>12,040.63</u>	<u>19,336.30</u>	<u>18,092.17</u>
Net Income	<u><u>-13,284.76</u></u>	<u><u>12,040.63</u></u>	<u><u>19,336.30</u></u>	<u><u>18,092.17</u></u>

Bexley CIC
Profit & Loss
January through March 2023

Accrual Basis

	<u>Jan - Mar 23</u>	<u>Jan - Mar 22</u>	<u>\$ Change</u>
Ordinary Income/Expense			
Income			
Lease Income	2,895.00	1,850.00	1,045.00
Rental Revenue	104,316.72	131,347.26	-27,030.54
Sales Revenue	0.00	8,616.92	-8,616.92
Total Income	<u>107,211.72</u>	<u>141,814.18</u>	<u>-34,602.46</u>
Gross Profit	107,211.72	141,814.18	-34,602.46
Expense			
Occupancy Expenses			
Bexley Square Expenses			
AEP	3,183.96	1,493.40	1,690.56
ATT	484.71	971.80	-487.09
Audit	0.00	110.70	-110.70
Fix Inc	840.99	954.33	-113.34
Licenses and Taxes	40,254.58	29,880.20	10,374.38
Repairs and Main	12,563.13	3,239.88	9,323.25
The Gilbert Group	5,233.96	6,274.74	-1,040.78
Utilities	46.41	1,007.54	-961.13
Bexley Square Expenses - Other	0.00	-3,724.00	3,724.00
Total Bexley Square Expenses	<u>62,607.74</u>	<u>40,208.59</u>	<u>22,399.15</u>
Cassady Expenses			
Licenses and Taxes	2,496.36	4,593.98	-2,097.62
Management Fees	171.00	1,482.82	-1,311.82
Repairs and Maint	0.00	215.00	-215.00
Utilities	598.93	775.90	-176.97
Total Cassady Expenses	<u>3,266.29</u>	<u>7,067.70</u>	<u>-3,801.41</u>
Distribution to City of Bexley	20,000.00	90,000.00	-70,000.00
Interest Expense	0.00	1,913.75	-1,913.75
Repairs and Maintenance	852.94	0.00	852.94
Total Occupancy Expenses	<u>86,726.97</u>	<u>139,190.04</u>	<u>-52,463.07</u>
Operating Expenses			
Bank Service Charges	0.00	37.00	-37.00
Office Supplies	72.56	0.00	72.56
Operating Expenses - Other	0.00	690.00	-690.00
Total Operating Expenses	<u>72.56</u>	<u>727.00</u>	<u>-654.44</u>
Professional Fees Expenses			
Bookkeeping Fees	2,320.02	2,119.98	200.04
Professional Fees	0.00	5,500.00	-5,500.00
Total Professional Fees Expenses	<u>2,320.02</u>	<u>7,619.98</u>	<u>-5,299.96</u>
Total Expense	<u>89,119.55</u>	<u>147,537.02</u>	<u>-58,417.47</u>
Net Ordinary Income	18,092.17	-5,722.84	23,815.01
Net Income	<u>18,092.17</u>	<u>-5,722.84</u>	<u>23,815.01</u>