



User Manual

Ledger Oldest Pending Bills Printing in Invoice

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Introduction:

The “**Oldest Pending Bills Printing in Invoice**” add-on is designed for that allows businesses to automatically display and print the **oldest pending bills or outstanding invoices** of a customer directly on the current **Sales Invoice**. This helps the seller and buyer to keep track of previous unpaid bills, improving communication and speeding up the payment process. Let’s see how this Add-On will work in Tally Prime.

Features:

- The system automatically displays the oldest pending bills of the selected party at the time of invoice creation.
- Pending bill details (such as Bill No., Date, and Amount) are printed directly on the Sales Invoice for customer reference.
- Helps remind customers of previous dues during new billing, ensuring faster collection.
- Flexible to Enable or Disable depends upon your Business Requirement in the sales Voucher Type Alteration

Important Alert!

Take Back up of your company Data before activating the Add-On.

Support Related Terms & Conditions

1. **One-Time Free Support:** Free support is provided **only once**, either during the trial period or after purchase add-on.
2. **Additional Support:** Any further support will be chargeable based on the duration of the support required.
3. Remote support will be provided during working hours on business days.
4. Support will be provided only after the Add-on is configured in TallyPrime. For configuration issues, please contact Tally Care.
5. For support, the customer must send an email with the purchase invoice copy and a brief description of the issue.

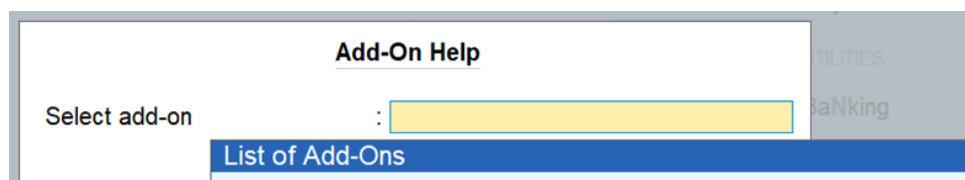
Once you try/purchase this add-on, follow this step below to configure the add-on and use it.

Setup Guide

1. Update your license by going **Gateway of tally → F1: help → Setting → License → Manage License → F5: Update**

(In Case you are using Multi-site Account, you will need to configure Tally Prime to Activate the Add-on for a particular site.)

2. Shut down and restart Tally Prime and open your company
3. Press **Ctrl + Alt + H** at any menu screen to open the user manual. In case of multiple Add-on, **Add-on help** screen will pop-up to select add-on manual.
4. Activate the Add-on



Activate the Add-on for Tally Prime

Go to **Gateway of Tally → F1: Help → TDL & Add-on**

Click on F4: Manage Local TDLs

Load Selected TDL files on Start Up – Yes

Selected the TDL from the list and make it yes

Click On F6: Add-on Features

Set “Yes” to the option **“Enable KGN Oldest Pending Bills Printing in Sales invoice”**

Add-On Features

Enable KGN Oldest Pending Bills Printing in Sales Invoice

? **Yes**

After Enabling in the Company Level option, you can able to see an additional feature in the sales Voucher Type as shown in the below fig navigate

Gateway of Tally → Create/Alter → Voucher Type → Sales

Voucher Type Alteration (In Developer Mode) KGN Print Old Pending Bills in Sales Invoice

Name : Sales
(alias) :

General	Enable KGN Oldest Pending Bills Printing in Sales Invoice ? Yes	Name of Class
Select type of voucher : Sales	Printing	GST
Abbreviation : Sale	Print voucher after saving : No	
Activate this Voucher Type : Yes		
Method of Voucher Numbering : Automatic		
Numbering behaviour on insertion/deletion : Retain Original Voucher No.	Use for POS invoicing : No	
Set/Alter additional numbering details : No	Default template to print : ♦ Not Applicable	
Show unused vch nos. in transactions for Retain Original Voucher No. behaviour : Yes	Default title to print :	
	Default bank : ♦ Not Applicable	
	Default jurisdiction :	

F2: Period
F3: Company
F4
F5
F6
F7
F8
F9
F10: Other Masters
More Details

After setting as YES, the Pending bills of the Party/Ledger are able to print in the Sales Invoice

Let's record a **sales bill** or **open an already recorded sales Bill** in Day book

Follow the same steps to record the sales bill

Gateway of Tally → Vouchers → F8: Sales

Follow the same steps to Record the Sales Bill

After Completed the Recording of sales Bill let's see the Preview of the Sales Bill

Sales Bill → Alt + P → Current → Preview

Note: You should Compulsorily use Tally Classic Format only for print

In the Bottom of the invoice, you can able to see the **Last 5 Old Due Bills** of the Party

NOTE: Here you can able to see the Up to **5 Last Old Due Bills** only

OLDE ST BILLS DUE			
Bill Date	Bill No	Pending Amt	Days
21-5-2024	102/24-25	8,247.00	11
25-5-2024	115/24-25	1,888.00	7
30-5-2024	128/24-25	947.00	2
1-6-2024	134/24-25	2,950.00	0
13-6-2024	151/24-25	8,053.00	-12
Declaration We declare that this invoice shows the actual price of the goods described and that all particulars are true and correct.			
Customer's Seal and Signature		for KGN Print Old Pending Bills in Sales Invoice	
		Authorised Signatory	

This is a Computer Generated Invoice

Now let's see in the Simple Invoice Format

Sales Voucher → Alt + P → Current → Configure

Set the **use simple invoice format** as **YES** and save the form

Resize of E-Invoice OR Code

Print Configuration

List of Configurations Show More

Voucher Details

Use Simple Invoice format	Yes
Show Customer's Seal and Signature	No
Show Serial No.	Yes
Show Quantity	Yes
Show Quantity with Alternate Unit	No
Show Alternate Unit in separate column	No
Show Actual Quantity	No
Show Rate	Yes
Show Discount %	Yes
Show Bill-wise details	No

Note: You should Compulsorily use Tally Classic Format only for print

Let's see the preview of the bill in simple invoice format

OLDEST BILLS DUE			
Bill Date	Bill No	Pending Amt	Days
21-5-2024	102/24-25	8,247.00	11
25-5-2024	115/24-25	1,888.00	7
30-5-2024	128/24-25	947.00	2
1-6-2024	134/24-25	2,950.00	0
13-6-2024	151/24-25	8,053.00	-12

Declaration

We declare that this invoice shows the actual price of the goods described and that all particulars are true and correct.

Customer's Seal and Signature

for KGN Print Old Pending Bills in Sales Invoice

Authorised Signatory

This is a Computer Generated Invoice

Like this with the help of this Add-On Business Man/Customer can make the Print the Party/Ledger Last Pending Due Bill in the Sales invoice

For Any Additional Customization Please Contact Our Senior Developer :

+91 9063604900/+91 7989604900

===== End of Add on =====

Find our **Other Solution** which is available at **Tally Shop** – (it may useful to your organization)

Open your **Tally Prime** > Click the **F1-Help** > then Click **Tally Shop** > then Type – (In Search Key word) > **KGN**







TallyPrime

India

Categories

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- Statutory
- Banking
- Audit
- Manufacturing
- Voucher Numbering
- Fixed Assets
- Business Verticals
- Security
- Reports
- Invoicing & Voucher

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Silver

Gold

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KGN Resize of E Invoice QR Code in sales Bill 2.1
KGN Resize of E-Invoice QR Code in Sales Bill allows you to adjust the size of the e-invoice QR code printed on your sales invoices.

More Info

Add to Cart

KGN Customized Sales Invoice 6.1
The KGN Customized Sales Invoice add-on transforms the standard Tally Prime invoice into a highly professional, brand-focused, and customer-friendly document.

More Info

Add to Cart

KGN Dynamic AlterNet Quantity Calculation Module 1.0
The Dynamic AlterNet Quantity Calculation Module automatically recalculates alternate quantities based on real-time data and configurable rules.

More Info

Add to Cart

KGN Rate After Discount in Sales Entry and Printing 6.1
KGN Rate After Discount add-on enhances your sales voucher experience in Tally Prime by automatically showing the effective rate after applying discounts.

More Info

Add to Cart

KGN Party/Ledger Oldest Pending Bills Printing in Invoice

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Check your Requirement and try the Demo.

All the above our Listed Add-on as **Video Tutorial** also available in our **YouTube Channel**

KGN SOFT SOLUTIONS

Click on: www.youtube.com/@kgnsoftsolutions

Ready Add-on & Modules

AlterNet Qty Change in Voucher
Auto B2C Item wise Sales posting
Auto Backup
Auto Manufacturing after Sales
Auto Posting of Bulk Vouchers
Auto Posting of Payment Vouchers
Auto Receipt From Ledger (No Bill Wise)
Auto Receipt From Ledger Report
Auto Receipts From OS Report
Batch Details in Ledger Report
Batch Number Column in Columnar Sales Register
Bill Received Details in Sales Register
Central Bank of India RTGS NEFT Form
CEO Dash Board
CREDIT CONTROL ON DAYS
DAY BOOK TOTALS
Day wise Bill Wise Collection

Doctors OP Receipts Bulk Posting
DOUBLE DISCOUNT IN SALES
Expiry Stock Report
False Date Controlling
Fixed Assets Register
Grid Lines in Sales Invoice
Group Company Reports
Groupwise Outstanding Report
GST RATES WISE INPUT OUTPUT
INNER WEAR SIZE and PCS
Item wise Profit or Loss report
Letter Head in invoice
Letterhead Format Invoice
Loading Slip with CASE-PCS
Multi Voucher Printing with Voucher no Range
Party Previous Balance
Pickup List
POS Print from Normal Sales
Qty in Profit and Loss Account
Recycle Bin
Sales to Receipt Auto Posting (Only Cash)
Scanned Signature in Invoice
Size wise billing
Grade wise Rate Setup and Quotation
Stock Item Std Rate Report
STOCK SUMMARY WITH GST INFO
System Date wise daybook
TEXTILES PCS METERS
User's Activity Tracking Report

Voucher Alteration History
Voucher Date as System Date
Voucher Number as Voucher Reference
Auto E-Mailing Module
Bill to Ship to Instead of Buyer Consignee
Daybook Totals with Cash & Bank Closing balance
GSTR-4 Generation from Tally
Inactive Stock Items
Ledger Replace
Original Invoice Date Filter
Space BW Line
TCS Setup Simplified and Sales Control
Cash Sales Register
Date wise Item wise Negative Stock
Item Details in Multi Companies
Ledger Master Report
Minimum Order Report
Std Rate Auto pick in Incl Rate
Auto Backup TSS Validity
Brokerage Module
Common Godown for All Items
Customized Ledger Interest Report
Disable Delete cancel to users
Free Qty in Sales & purchase
GST as per Books in 3B
Item Name Column in Columnar report
Ledger Blocking in Sales
Negative Stock Control
Price List Rate in Inclusive Rate
Recycle Bin Without Confirmation