



User Manual

Reference Number and Reference Date in Reports

Contact us:

KGN SOFT SOLUTIONS

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Introduction:

The **Reference Number and Reference Date in Reports** feature is designed to help businesses to See the **Reference Number and Reference Date** directly in the Reports. Let's see how this Add-On will Work in Tally Prime

Features:

- Helps track and match entries with external documents like supplier invoices or customer bills.
- Appears in key reports such as Sales Register, Purchase Register, Ledger Reports.
- Provides clear visibility of business transactions and strengthens internal controls.

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 Reference No. and Reference Date in Reports”**

Add-On Features

Enable KGN Reference No. and Reference Date in Reports

? **Yes**

After Enabling in the Company Level option. You can able to see the Reference Number and Reference date will Show in the **Daybook, Ledger Voucher** and **sales register etc.**, as shown in the Below fig.

Gateway of Tally → Day Book

Day Book (In Developer Mode)				KGN Reference No. and Date in Reports				For 1-Apr-25		F2: Date	
Day Book										F3: Company	
Date	Particulars	Vch Type	Vch No.	Date	Ref.No.	Debit Amount Inwards Qty	Credit Amount Outwards Qty			F4: Voucher Type	
1-Apr-25	KGN Soft Solutions	Sales	1	1-Apr-25	KGN/2025/0087	5,420.00				F5	
1-Apr-25	Cash	Sales	2	1-Apr-25	KGN/2025/0088	5,420.00				F6	
1-Apr-25	KGN Soft Solutions	Sales	3	1-Apr-25	KGN/2025/0089	5,420.00				F7: Show Profit	
1-Apr-25	KGN Soft Solutions	Purchase	1	1-Apr-25	KGN/2025/0087		1,80,000.00			F8: Columnar	
1-Apr-25	KGN Soft Solutions	Purchase	2	1-Apr-25	KGN/2025/0088		1,200.00			F9	
1-Apr-25	KGN Soft Solutions	Purchase	3	1-Apr-25	KGN/2025/0091		1,200.00			F10	
1-Apr-25	KGN Soft Solutions	Purchase	4	1-Apr-25	KGN/2025/0098		120.00			B: Basis of Values	
										H: Change View	
										J: Exception Reports	
										L: Save View	

Gateway of Tally → Display More Reports → Account Books → Ledger {Select Ledger}

Ledger Vouchers (In Developer Mode)							
KGN Reference No. and Date in Reports							
Ledger: KGN Soft Solutions				For 1-Apr-25		F2: Period	
Date	Particulars	Vch Type	Vch No.	Ref.Date	Ref.No.	Debit	Credit
1-Apr-25	Sales	Sales	1	1-Apr-25	KGN/2025/0087	5,420.00	
1-Apr-25	Pur	Purchase	1	1-Apr-25	KGN/2025/0087		1,80,000.00
1-Apr-25	Sales	Sales	3	1-Apr-25	KGN/2025/0088	5,420.00	
1-Apr-25	Pur	Purchase	2	1-Apr-25	KGN/2025/0088		1,200.00
1-Apr-25	Pur	Purchase	3	1-Apr-25	KGN/2025/0001		1,200.00
1-Apr-25	Pur	Purchase	4	1-Apr-25	KGN/2025/0088		120.00

Gateway of Tally → Display More Reports → Account Books → Sales Register

Voucher Register (In Developer Mode)							
KGN Reference No. and Date in Reports							
List of All Sales Vouchers				1-Apr-25 to 30-Apr-25		F2: Date	
Date	Particulars	Vch Type	Vch No.	Date	Ref.No.	Debit Amount	Credit Amount
1-Apr-25	KGN Soft Solutions	Sales	1	1-Apr-25	KGN/2025/0087	5,420.00	
1-Apr-25	Cash	Sales	2	1-Apr-25	KGN/2025/0088	5,420.00	
1-Apr-25	KGN Soft Solutions	Sales	3	1-Apr-25	KGN/2025/0089	5,420.00	

Like this with the help of this Add-On the Business Man can easily see the Voucher Reference Number and date in the other Register Reports also.

For Any Additional Customization Please Contact Our Senior Developer :

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===== 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**

TallyShop

Categories

<> Top Developers

- ☐ Work Flow Management
- ☐ Statutory
- ☐ Banking
- ☐ Audit
- ☐ Manufacturing
- ☐ Voucher Numbering
- ☐ Fixed Assets
- ☐ Business Verticals
- ☐ Security
- ☐ Reports
- ☐ Invoicing & Voucher

KGN



TallyPrime

India

Home > KGN

Silver

Gold

Search results

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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

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
Resize Of eInvoice QR Code
Salesman report
Skip Rate per Disc Amount to users