



User Manual

Voucher Type wise Company Address Printing in Sales Invoice Using Multi-Address

Contact us:

KGN SOFT SOLUTIONSs

3/59, First Floor, Main Bazar, Rs Road, Kamalapuram,
Kadapa District, Andhra Pradesh 516289.

Email: kgntdl@gmail.com, kgnsofts@gmail.com

Cell: 9063604900, 7989604900

Introduction:

In **TallyPrime**, the *Multi-Address* feature allows you to maintain **more than one company address** (like Head Office, Branch Office, Godown, etc.) With the help of this Add-On you can Print Different Address by the Voucher Type Wise. Let's see how this Add-On will Work in Tally Prime

Features:

- Assign a specific company address to each voucher type (e.g., Sales, Export Sales, Service Invoice).
- When you create an invoice, Tally auto-picks the linked address In Voucher Type and prints it.
- No need to manually change the address every time.
- Flexibility Can be enabled or disabled as per the business requirement in voucher 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.

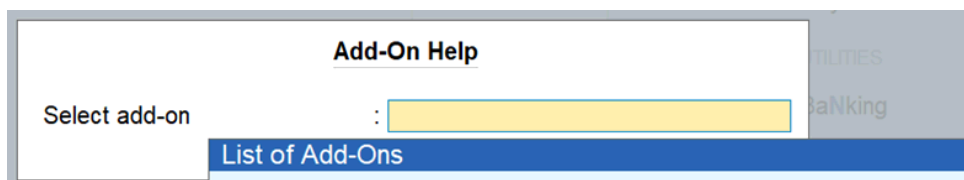
Once you try/purchase this add-on, follow this step below to configure the add-on and use it.

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

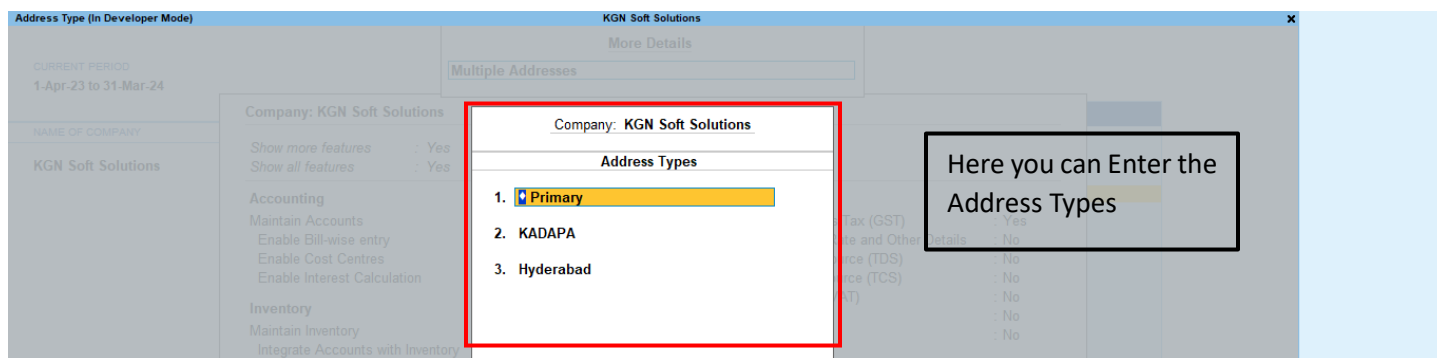
Set “Yes” to the option **“Enable KGN Define Address type in VTYP Master”**

Add-On Features

Enable KGN Define Address type in VTYP Master

Yes

NOTE: You Should Use Multi-Address in Tally Prime to Enable it Navigate **Gateway of Tally → CTRL + I: More details → Multi Addresses**



After Entering the Address Types. Now you can able to see an additional feature in the **Sales VoucherType** you should **Enable** that features Navigate

Gateway of Tally → Create/Alter → Voucher Type → Select any Kind of Sales Voucher Eg: Sales

Voucher Type Alteration (In Developer Mode) KGN Soft Solutions

Name : **Hyderabad Sales**

General

Select type of voucher : Sales
Abbreviation : Sale
Activate this Voucher Type : Yes
Method of Voucher Numbering : Automatic
Numbering behaviour on insertion/deletion : Retain Original Voucher No.
Set/Alter additional numbering details : No
Show unused vch nos. in transactions for Retain Original Voucher No. behaviour : Yes
Use effective dates for vouchers : No
Allow zero-valued transactions : No
Make this voucher type as 'Optional' by default: No
Allow narration in voucher : Yes

Enable KGN Define Address type ? Yes
Select Define Address type : **Hyderabad**
Printing : No
Print voucher after saving : No

List of Address Types
♦ Primary
Hyderabad
KADAPA

Use for POS invoicing : No
Default template to print : ♦ Not Applicable
Default title to print : ♦ Not Applicable
Default bank : ♦ Not Applicable
Default jurisdiction : No
Set/alter declaration : No
Set/Alter Terms and Conditions : No

Here you can Select the Address Type

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

Now let's see the Bill Preview

Now open an **Already Record Sales Voucher** or record a, **New sales Voucher**
Gateway of Tally → Voucher → F8: Sales

Accounting Voucher Alteration (Secondary) (In Developer Mode) KGN Soft Solutions

Hyderabad Sales No. 2 Date : 1-Apr-23 Saturday

Reference No. :
Party A/c name : KGN Soft
Current balance : 2,350.00 Dr
Sales ledger : SALES
Current balance : 5,350.00 Cr

Name of Item	Quantity	Rate (Incl. of Tax)	Rate per	Amount
RTP	11 NOS	200.00	200.00 NOS	2,200.00

Narration: 11 NOS 2,200.00

Q: Quit A: Accept D: Delete X: Cancel Vch F12: Configure

F2: Date
F3: Company
F4: Contra
F5: Payment
F6: Receipt
F7: Journal
F8: Sales
F9: Purchase
F10: Other Vouchers
E: Autofill
H: Change Mode
I: More Details
O: Related Reports
L: Optional
T: Post-Dated

Now let's see the Bill Preview

Note : You Must use Tally Classic Format only

Sales Voucher → Alt + P → Current → Preview

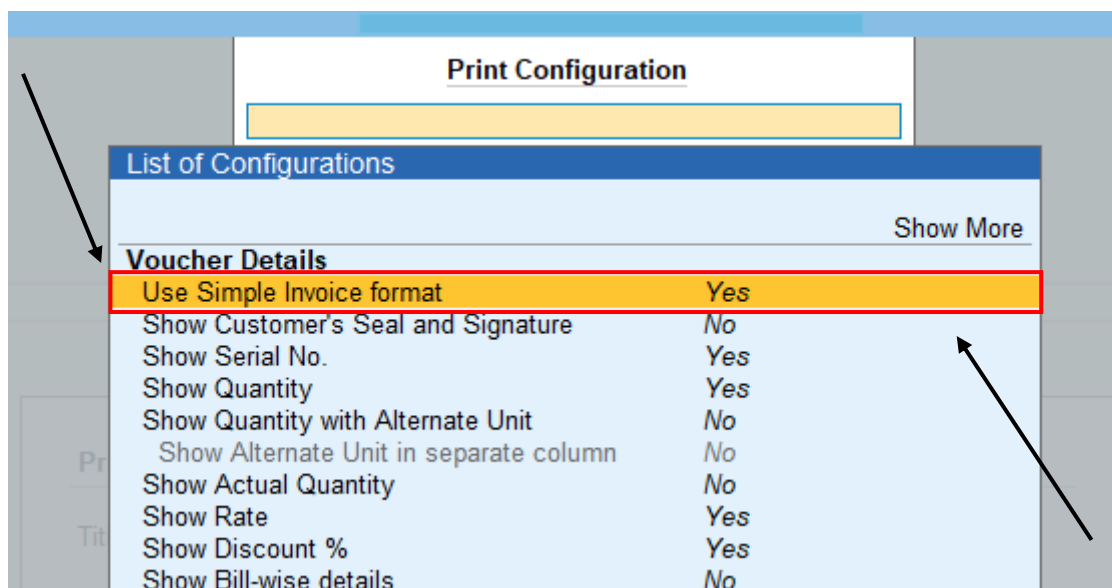
INVOICE

KGN TDL {Hyderabad} Banjara Hills Street No. 2 Hderabad GSTIN/UIN: 18AACCD9124D1ZV State Name : Andhra Pradesh, Code : 37 E-Mail : kgntdl@gmail.com	Invoice No.	Dated
	2	1-Apr-23
	Delivery Note	Mode/Terms of Payment
	Reference No. & Date.	Other References
Consignee (Ship to) KGN Soft 3/59, First Floor, Main Bazar, RS Road, Kamalapuram 516289 State Name : Andhra Pradesh, Code : 37	Buyer's Order No.	Dated
	Dispatch Doc No.	Delivery Note Date
	Dispatched through	Destination
Buyer (Bill to) KGN Soft 3/59, First Floor, Main Bazar, RS Road, Kamalapuram 516289 State Name : Andhra Pradesh, Code : 37	Terms of Delivery	

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



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

Invoice No. 2
Ref. No.

Dated 1-Apr-23

KGN TDL {Hyderabad}
Banjara Hills
Street No. 2
Hderabad
GSTIN/UIN: 18AACD9124D1ZV
State Name : Andhra Pradesh, Code : 37
E-Mail : kgntdl@gmail.com

INVOICE

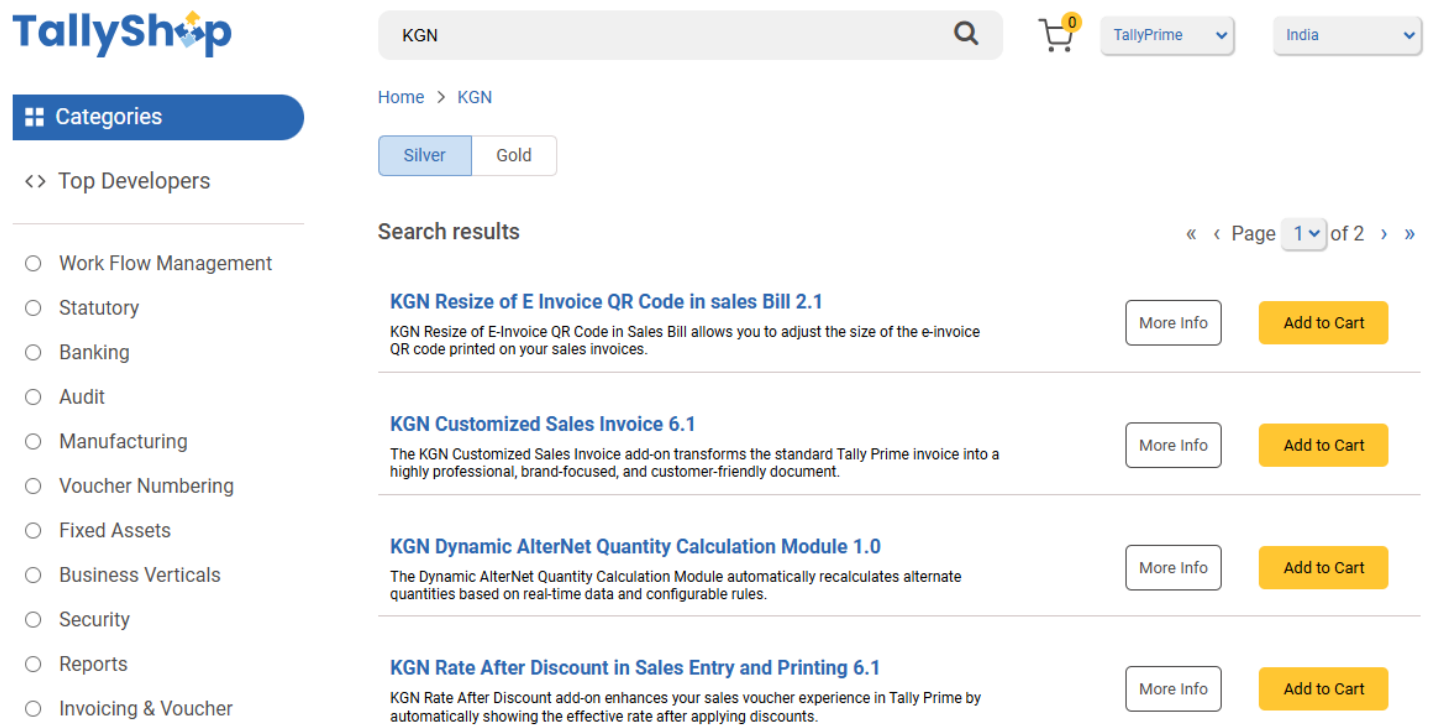
Party : **KGN Soft**
3/59, First Floor, Main Bazar,
RS Road, Kamalapuram
516289
State Name : Andhra Pradesh, Code : 37

Like this with the help of this Add-On the Business Man can easily print their Multi Address by the selecting the Address Type in the Sales Voucher type

===== 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**



The screenshot shows the TallyShop website interface. On the left, there's a 'Categories' sidebar with a list of options: Work Flow Management, Statutory, Banking, Audit, Manufacturing, Voucher Numbering, Fixed Assets, Business Verticals, Security, Reports, and Invoicing & Voucher. The main content area shows search results for 'KGN'. At the top, there's a search bar with 'KGN' entered, and filters for 'Silver' and 'Gold'. Below the search bar, there's a 'Search results' section with a pagination indicator 'Page 1 of 2'. Three results are listed:

- 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. Buttons: 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. Buttons: 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. Buttons: 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. Buttons: 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

Add-on Related Any Support Contact: **9063604900**. If You need any type of customization, contact us, we can customize your Requirements.

YouTube → www.youtube.com/@kgnsoftsolutions you can Resolve most of your problems from our YouTube Channel

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

Tally2WhatsApp Module

Cmp 2 Cmp Auto Posting

Discount Amount Column in Invoice

Godown Security

Last Purchase Cost in Sales Entry