



User Manual

Auto Receipt after Saving Sales Voucher

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Auto Receipt after Saving Sales Voucher

Introduction:

Auto Receipt after Saving Sales Voucher is an automatically generates a Receipt Voucher immediately after you saving a **Sales Voucher**. Normally, when you pass a sales entry, you need to manually enter a separate receipt if the customer pays at the same time (like in cash or instant bank transfer). With this feature, the system will generate the Auto Receipt. Let's see how this Add-On will Work in Tally Prime

Features:

- This Feature is applicable for only **Cash Sales**
- A Receipt Voucher is instantly generated after saving a Sales Voucher, without manual entry.
- Eliminates duplicate work of creating both Sales and Receipt vouchers separately.
- The auto-created receipt is linked with the same party ledger used in the Sales Voucher.

Important Alert!

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

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

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 Sales to Receipt Auto Posting**”

The screenshot shows a window titled 'Add-On Features'. Inside, there is a single row with the text 'Enable Sales to Receipt Auto Posting' on the left and a button labeled 'Yes' on the right. Both the text and the button are enclosed in red rectangular boxes. The row has a light yellow background.

After Enablenig in the Company Level option, you can able to see an additional Feature in the **Sales Voucher Type** as show in the below figure Navigate.

Gateway of Tally → Create/Alter → VoucherType → Sales

Set as Yes to the “**Enable Auto Receipt**”

Voucher Type Alteration (In Developer Mode) KGN Auto Receipt After Sales

Name : Sales
(alias) :

| General | Printing | Name of Class |
|--|----------------------------------|---------------|
| Select type of voucher : Sales | Print voucher after saving : No | |
| Abbreviation : Sale | KGN AddOn Set-up | |
| Activate this Voucher Type : Yes | Enable Auto Receipt ? 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 title to print : | |
| Show unused vch nos. in transactions for Retain Original Voucher No. behaviour : Yes | Default bank : ♦ Not Applicable | |
| Use effective dates for vouchers : No | Default jurisdiction : | |
| Allow zero-valued transactions : No | Set/alter declaration : No | |
| Make this voucher type as 'Optional' by default: No | | |
| Allow narration in voucher : Yes | | |
| Provide narrations for each ledger in voucher : No | | |
| Enable default accounting allocations : No | | |
| WhatsApp voucher after saving : No | | |

Q: Quit A: Accept D: Delete F12: Configure

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

After Setting as yes save the VoucherType.

Now just follow the below steps:

Gateway of Tally → Vouchers → F8: Sales

As usually follow the same Steps to record the Sales Bill

Accounting Voucher Creation (In Developer Mode) KGN Auto Receipt After Sales

Sales No. 4 1-Apr-25 Tuesday

Reference No. : Date :

Party A/c name : KGN Soft Solutions
Current balance : 770.95 Dr
Sales ledger : Sales
Current balance : 1,80,639.44 Cr

Name of Item

| Name of Item | Quantity | Rate per | Amount |
|--------------|----------|------------|----------|
| Item 1 | 10 Nos | 423.73 Nos | 4,237.30 |

♦ End of List

Received Amount: 2500

Narration:

10 Nos 4,237.30

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

Here you Must and should
Take only the **Party A/c Name**

Here you can Edit the Receiving Amount from the Customer
It is useful when the **Customer Paying the half Amount of
the Bill** and the receipt Voucher was created on that Amount

Press Enter Key to Save the VoucherType

Accounting Voucher Creation (In Developer Mode) KGN Auto Receipt After Sales

Sales No. 4 1-Apr-25 Tuesday

Reference No. : Date :

Party A/c name : KGN Soft Solutions
Current balance : 770.95 Dr
Sales ledger : Sales
Current balance : 1,80,639.44 Cr

Name of Item

| Name of Item | Quantity | Rate per | Amount |
|--------------|----------|------------|----------|
| Item 1 | 10 Nos | 423.73 Nos | 4,237.30 |

♦ End of List

Received Amount: 2,500.00

Narration:

10 Nos

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

Accept ?
Yes or No

After Accept as Yes, a small Message will Show on the screen as shown in the below fig. That is **“Create Receipt Voucher ?”** Click on YES or Enter Key to create receipt Voucher

Accounting Voucher Creation (In Developer Mode) KGN Auto Receipt After Sales

Sales No. 4 1-Apr-25 Tuesday

Reference No. : Date :

Party A/c name : KGN Soft Solutions

Current balance : 770.95 Dr

Sales ledger : Sales

Current balance : 1,80,639.44 Cr

Name of Item

| | Quantity | Rate per | Amount |
|--------|----------|------------|----------|
| Item 1 | 10 Nos | 423.73 Nos | 4,237.30 |

♦ End of List

Create Receipt Voucher ?

Yes or No

Received Amount: 2,500.00

Voucher

Narration: 10 Nos 4,237.30

Q: Quit

Now the Receipt voucher created successfully.

Now let's see the Receipt Voucher Navigate

Gateway of Tally → Day Book {Enter the Date which the Sales Voucher was Entered}

Day Book (In Developer Mode) KGN Auto Receipt After Sales

Day Book 1-Apr-25 to 2-May-25

| Date | Particulars | Vch Type | Vch No. | Debit Amount Inwards Qty | Credit Amount Outwards Qty |
|----------|--------------------|----------|---------|-----------------------------|-------------------------------|
| 1-Apr-25 | KGN Soft Solutions | Receipt | 1 | | 1,74,153.03 |
| 1-Apr-25 | KGN Soft Solutions | Receipt | 2 | | 5,585.00 |
| 1-Apr-25 | KGN Soft Solutions | Receipt | 3 | | 2,500.00 |
| 1-Apr-25 | KGN Soft Solutions | Receipt | 4 | | 58.00 |
| 1-Apr-25 | Cash | Sales | 1 | 130.46 | |
| 1-Apr-25 | KGN Soft Solutions | Sales | 2 | 1,74,153.03 | |
| 1-Apr-25 | KGN Soft Solutions | Sales | 3 | 6,355.95 | |
| 1-Apr-25 | KGN Soft Solutions | Sales | 4 | 4,237.30 | |
| 1-Apr-25 | KGN Soft Solutions | Sales | 5 | 1,694.92 | |
| 2-May-25 | KGN Soft Solutions | Receipt | 6 | | 1,694.92 |
| 2-May-25 | KGN Soft Solutions | Sales | 6 | 1,694.92 | |

F2: Date
F3: Company
F4: Voucher Type
F5
F6
F7: Show Profit
F8: Columnar
F9
F10
B: Basis of Values
H: Change View
J: Exception Reports
L: Save View

Now let's Open the Receipt Voucher for the More clarity

Accounting Voucher Alteration (Secondary) (In Developer Mode) KGN Auto Receipt After Sales

Receipt No. 3

11-Apr-25 Tuesday

| Particulars | Debit | Credit |
|---|----------|----------|
| Cr KGN Soft Solutions Cur Bal: 4,145.17 Dr Agst Ref 4 2,500.00 Cr | | 2,500.00 |
| Dr Cash Cur Bal: 1,82,426.49 Dr | 2,500.00 | |
| | 2,500.00 | 2,500.00 |

Narration:
Against Bill No: 4

Here you can see the Party Name and the Same Date of the Sales Voucher as Receipt Voucher

In the Narration Place the Narration also auto Generated as the **Against Bill No: 4**

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 Q: Related Reports L: Optional T: Post-Dated J: Stat Adjustment

Like this the With the Help of this Add-On Business Man can automatically generates a **Receipt Voucher** immediately after you saving a **Sales Voucher** to save his Time.

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

Check your Requirement and try the Demo.

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

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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