

Tips for updating QuickBooks

You can export a report, change certain format

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)
- 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 r
- Inserted rows that c
- Moved data cells

reports in Excel

adding or add new formulas, and then update it with new QuickBooks data

is

	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 16
5						Ordinary Income/Expense		
6						MONEY IN (aka Income)		
7						40100 - Construction Income		
8						40110 - Design Income	3,054.02	3,900.00
9						40199 - Less Discounts given	0.00	-48.35
10						Total 40100 - Construction Income	3,054.02	3,751.65
11						40500 - Reimbursement Income		
12						40520 - Permit Reimbursement Income	0.00	487.00
13						Total 40500 - Reimbursement Income	0.00	487.00
14						Total Income	3,054.02	29,197.65
15						* Labor Income less Design Income	3,054.02	13,227.00
16						Cost of Goods Sold		

your formula

by entering

non-header cells*
are left empty

- Renamed date columns
- Deleted columns
- Sorted columns

- Inserted columns in between QuickBooks row headers

- User-defined supported in updated to t

a.

I	J
TOTAL	
6,954.02	
-48.35	*
6,905.67	
487.00	
487.00	
46,343.45	
21,596.71	Labor Diff

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If formulas may not be
in collapsed reports when
the same excel sheet

2022 DISTRICT CONVENTION BUDGET

DISTRICT CONVENTION INCOME

410a Full Registration	\$ 9,000.00	5760.00
410b Luncheon Tickets	\$ 140.00	70.00
410c Banquet Tickets	\$ 440.00	385.00
410d DAC Registration	\$ 320.00	320.00
410e ECR Registration	\$ 80.00	80.00
410f Chair Registration	\$ 80.00	80.00
410g Vice Chair Registration	\$ 80.00	80.00
410h DC Overage		
410k Designated Funds		
410l Miscellaneous		
TOTAL DISTRICT CONVENTION INCOME	\$ 10,140.00	\$ 6,775.00

DISTRICT CONVENTION EXPENSES

421 Luncheon	\$ 3,335.00	2703.29
422 Banquet	\$ 5,658.00	4113.12
423 Room Rentals	\$ 250.00	307.50
431 Equipment Rentals	\$ 100.00	408.83
432 Installation Reception		
433 Programs	\$ 200.00	200.00
434 Duplicating		
435 Banquet Decorations	\$ 100.00	100.00
426 Luncheon Decorations	\$ 50.00	43.50
437 Head Table Flowers		
438 Installation Ceremony	\$ 75.00	
439 Memorial Service	\$ 15.00	9.45
440 Entertainment	\$ 200.00	200.00
441 Registration Supplies	\$ 27.00	27.00
442 Postage		
443 Workshops		
444 Speakers/Entertainment	\$ 100.00	100.00
445 Awards, Ribbons, Certificates	\$ 30.00	30.00
446 Miscellaneous		
450 Refunds		
	\$ 10,140.00	\$ 8,242.69

-1467.69