

# Tips for updating QuickBooks L

You can export a report, change certain format

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## 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 y
- 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 o
- Moved data cells

# Desktop report in Excel

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

...

	A	B	C	D	E	F	G	H
1			1	My Company P&L				
2				Profit & Loss				
3				July through August 2012				
4							07/16/12	Aug 16
5				Ordinary Income/Expense				
6			4	MONEY IN (aka Income)				
7				40100 - Construction Income				
8							3,054.02	3,900.00
9							0.00	-48.35
10				Total 40100 - Construction Income			3,054.02	3,751.65
11				40500 - Reimbursement Income				
12							0.00	487.00
13				Total 40500 - Reimbursement Income			0.00	487.00
14				Total Income			3,054.02	29,197.65
15			5	* 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.

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I	J
<b>TOTAL</b>	
6,954.02	
-48.35	*
6,905.67	
487.00	
487.00	
48,343.45	
21,596.71	Labor Diff

7

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

**Middle Line Road**  
**Profit & Loss Detail Report-FY2020-July 1 - Sept 30, 2019**  
July through September 2019

	Type	Date	Num	Memo	Clr	Split	Amount	Balance
<b>Ordinary Income/Expense</b>								
<b>Income</b>								
<b>OPERATING - RENTAL</b>								
<b>Rents</b>								
	Invoice	07/01/2019	618	Monthly Rent - Please make checks payable to D.C.R.H.A. RENTS Apartments			1,111.00	1,111.00
	Invoice	07/01/2019	619	Monthly Rent - Please make checks payable to D.C.R.H.A. RENTS Apartments			1,188.00	2,299.00
	Invoice	07/01/2019	620	Monthly Rent - Please make checks payable to D.C.R.H.A. RENTS Apartments			1,485.00	3,784.00
	Invoice	07/01/2019	621	Monthly Rent - Please make checks payable to D.C.R.H.A. RENTS Apartments			1,313.00	5,097.00
	Invoice	07/01/2019	622	Monthly Rent - Please make checks payable to D.C.R.H.A. RENTS Apartments			1,463.00	6,560.00
	Invoice	07/01/2019	623	Monthly Rent - Please make checks payable to D.C.R.H.A. RENTS Apartments			1,492.00	8,052.00
	Invoice	08/01/2019	625	Monthly Rent - Please make checks payable to D.C.R.H.A. RENTS Apartments			1,188.00	9,240.00
	Invoice	08/01/2019	626	Monthly Rent - Please make checks payable to D.C.R.H.A. RENTS Apartments			1,485.00	10,725.00
	Invoice	08/01/2019	627	Monthly Rent - Please make checks payable to D.C.R.H.A. RENTS Apartments			1,313.00	12,038.00
	Invoice	08/01/2019	628	Monthly Rent - Please make checks payable to D.C.R.H.A. RENTS Apartments			1,463.00	13,501.00
	Invoice	08/01/2019	629	Monthly Rent - Please make checks payable to D.C.R.H.A. RENTS Apartments			1,492.00	14,993.00
	Invoice	08/01/2019	630	Monthly Rent - Please make checks payable to D.C.R.H.A. RENTS Apartments			1,111.00	16,104.00
	Invoice	09/01/2019	631	Monthly Rent - Please make checks payable to D.C.R.H.A. RENTS Apartments			1,188.00	17,292.00
	Invoice	09/01/2019	632	Monthly Rent - Please make checks payable to D.C.R.H.A. RENTS Apartments			1,485.00	18,777.00
	Invoice	09/01/2019	633	Monthly Rent - Please make checks payable to D.C.R.H.A. RENTS Apartments			1,313.00	20,090.00
	Invoice	09/01/2019	634	Monthly Rent - Please make checks payable to D.C.R.H.A. RENTS Apartments			1,463.00	21,553.00
	Invoice	09/01/2019	635	Monthly Rent - Please make checks payable to D.C.R.H.A. RENTS Apartments			1,492.00	23,045.00
	Invoice	09/01/2019	636	Monthly Rent - Please make checks payable to D.C.R.H.A. RENTS Apartments			1,111.00	24,156.00
							<u>24,156.00</u>	<u>24,156.00</u>
							<u>24,156.00</u>	<u>24,156.00</u>
							<u>24,156.00</u>	<u>24,156.00</u>
<b>Total Rents</b>								
<b>Total OPERATING - RENTAL</b>								
<b>Total Income</b>								
<b>Gross Profit</b>								
<b>Expense</b>								
<b>OPERATING - ADMINIS.</b>								
<b>Miscellaneous</b>								
	General Journal	07/31/2019	bsh	Bank Deposit error correction July 2019 bank staement	MLR Operating MV Savings Bank		-0.90	-0.90
	General Journal	08/31/2019	bsh	Bank Deposit error correction Aug 2019 bank staement	MLR Operating MV Savings Bank		<u>0.90</u>	<u>0.00</u>
							<u>0.00</u>	<u>0.00</u>
<b>Total Miscellaneous</b>								
<b>Total OPERATING - ADMINIS.</b>								
<b>OPERATING - RENTALS</b>								
<b>Administrative Fees</b>								
	Bill	07/01/2019	July 2019	July 2019 Administration Fee-7%	Accounts Payable		562.00	562.00
	Bill	08/01/2019	Aug 2019	Administration Fee-7%	Accounts Payable		562.00	1,124.00
	Bill	09/01/2019	Sept 2019	Administration Fee-7%	Accounts Payable		<u>562.00</u>	<u>1,686.00</u>
<b>Total Administrative Fees</b>								
<b>Property Management</b>								
<b>Property Management Fees</b>								
	Bill	07/01/2019	July 2019	July 2019 Monthly Property Management Fee	Accounts Payable		662.00	662.00
	Bill	08/01/2019	Aug 2019 p/m	Monthly Property Management Fee	Accounts Payable		662.00	1,324.00
	Bill	09/01/2019	Sept 2019	Monthly Property Management Fee	Accounts Payable		<u>662.00</u>	<u>1,986.00</u>
<b>Total Property Management Fees</b>								
<b>Total Property Management</b>								
<b>Repair &amp; Maintenance</b>								
<b>Building Repairs</b>								
	Bill	08/02/2019	1908-170482	screen door closers - installs and repairs	Accounts Payable		121.03	121.03
	Bill	08/02/2019	O20218939	storm door closers	Accounts Payable		79.95	200.98
	Bill	08/31/2019	5882	20 - rep side storm dr closers 1 45.00 8/7/2019 45.00	Accounts Payable		45.00	245.98
	Bill	09/30/2019	5938	ML B1 - repair storm dr fr entry; replace lockset 2 45.00 9/1/	Accounts Payable		<u>90.00</u>	<u>335.98</u>
<b>Total Building Repairs</b>								
<b>Landscaping</b>								
	Bill	07/31/2019	5816	Landscaping - Cut, trim, blow; c/n rubbish areas 7/5,7/8,7/1	Accounts Payable		1,080.00	1,080.00
	Bill	08/31/2019	5882	Landscaping - Cut, trim, blow; c/n rubbish areas 6 45.00 8/2	Accounts Payable		270.00	1,350.00
	Bill	08/31/2019	5882	2B - drop off planting box per DV/BH 2 45.00 8/6/2019 90.00	Accounts Payable		90.00	1,440.00
	Bill	08/31/2019	5882	Landscaping - Cut, trim, blow; c/n rubbish areas 6 45.00 8/5	Accounts Payable		270.00	1,710.00
	Bill	08/31/2019	5882	Landscaping - Cut, trim, blow; c/n rubbish areas 6 45.00 8/1	Accounts Payable		270.00	1,980.00
	Bill	08/31/2019	5882	Landscaping - Cut, trim, blow; c/n rubbish areas; weeding 8	Accounts Payable		270.00	2,250.00
	Bill	08/31/2019	5882	Landscaping - Cut, trim, blow; c/n rubbish areas 6 45.00 8/2	Accounts Payable		270.00	2,520.00
	Bill	09/30/2019	5938	Landscaping - Cut, trim, blow; c/n rubbish areas; pruning; b	Accounts Payable		<u>945.00</u>	<u>3,465.00</u>
<b>Total Landscaping</b>								
<b>Pest Control</b>								
	Bill	07/10/2019	15067478G #167863	insects control exterior treatment 2A & 2B Beech Grove	Accounts Payable		95.00	95.00
	Bill	07/10/2019	1506749HG #167909	insects control exterior treatment 2A & 2B Holly Grove	Accounts Payable		95.00	190.00
	Bill	07/10/2019	1506748OG #167908	insects control exterior treatment 2A & 2B Oak Grove	Accounts Payable		95.00	285.00
	Bill	09/18/2019	1528124 BG	insects control exterior treatment 2A & 2B Beech Grove	Accounts Payable		95.00	380.00
	Bill	09/18/2019	1528126 OG	insects control exterior treatment 2A & 2B Oak Grove	Accounts Payable		95.00	475.00
	Bill	09/18/2019	1528127 HG	insects control exterior treatment 2A & 2B Oak Grove	Accounts Payable		<u>95.00</u>	<u>570.00</u>
<b>Total Pest Control</b>								
<b>Plumbing</b>								
	Bill	07/08/2019	457739-00 BG	3B toilet repair materials	Accounts Payable		24.24	24.24
	Bill	07/31/2019	5816	ML 3B - repair toilet, pkup parts 2 45.00 7/8/2019 90.00	Accounts Payable		90.00	114.24
	Bill	08/31/2019	5882	ML A2 - ckout possible leak; none found 2 45.00 8/16/2019	Accounts Payable		<u>90.00</u>	<u>204.24</u>
<b>Total Plumbing</b>								
<b>Rubbish Removal</b>								
	Bill	08/02/2019	MV763809	disposal of storm doors and flower box wood	Accounts Payable		37.39	37.39
<b>Total Rubbish Removal</b>								
<b>Water Treatment &amp; Maint.</b>								
	Bill	08/11/2019	20199	maintenance/repair materials for water systems	Accounts Payable		265.00	265.00
	Bill	08/31/2019	5882	mt Nelson Mech to assess water treatment 3 45.00 8/15/20	Accounts Payable		135.00	400.00
	Bill	08/31/2019	5882	Reimburse OPM for Nelson Mech inv 8922 1 250.00 8/15/20	Accounts Payable		250.00	650.00
	Bill	08/31/2019	20278 OG	replace filter media OG #2.3	Accounts Payable		<u>1,029.00</u>	<u>1,679.00</u>
<b>Total Water Treatment &amp; Maint.</b>								
<b>Total Repair &amp; Maintenance</b>								
<b>Utilities</b>								
<b>Electricity</b>								
<b>Common Areas</b>								
	Bill	07/16/2019	28713360023M/M	Mollys Way Fire Tank electric 6/13-7/12/19 acct# 28713360	Accounts Payable		6.00	6.00
	Bill	07/16/2019	28628450026B/G	2 Beech Grove Pub electric 6/13-7/12/19 acct# 2862845000	Accounts Payable		16.99	22.99
	Bill	07/16/2019	28628120025OG	2 Oak Grove Pub electric 6/13-7/12/19 acct# 28628120025	Accounts Payable		36.74	59.73
	Bill	07/16/2019	28628160021HG	2 Holly Grove Pub electric 6/13-7/12/19 acct# 28628160021	Accounts Payable		9.47	69.20
	Bill	08/14/2019	28628160021 HG	2 Holly Grove Rd Pub electric 7/12-8/13/19 acct# 28628160	Accounts Payable		9.77	78.97
	Bill	08/14/2019	28713360023 MW	Mollys Way Fire Tank electric 7/12-8/13/19 acct# 28713360	Accounts Payable		6.00	84.97
	Bill	08/14/2019	28628450026 BG	2 Beech Grove electric 7/12-8/13/19 acct# 28628450026	Accounts Payable		8.63	93.60
	Bill	08/14/2019	28628120025 OG	2 Oak Grove electric 7/12-8/13/19 acct# 28628120025	Accounts Payable		36.38	129.98
	Bill	09/13/2019	28628160021 HG	2 Holly Grove electric 8/13-9/12/19 acct# 28628160021	Accounts Payable		9.21	139.19
	Bill	09/13/2019	28628450026 BG	2 Beech Grove electric 8/13-9/12/19 acct# 28628450026	Accounts Payable		8.63	147.82
	Bill	09/13/2019	28713360023 MW	Mollys Way Fire Tank electric 8/13-9/12/19 acct# 28713360	Accounts Payable		6.00	153.82
	Bill	09/13/2019	28628120025 OG	Oak Grove electric 8/13-9/12/19 acct# 28628120025	Accounts Payable		<u>16.56</u>	<u>170.38</u>
<b>Total Common Areas</b>								
<b>Total Electricity</b>								
<b>Total Utilities</b>								
<b>Total OPERATING - RENTALS</b>								
<b>PROJECT - EXPENSE</b>								
<b>Capital Replacement</b>								
<b>Total PROJECT - EXPENSE</b>								
							<u>10,133.99</u>	<u>10,133.99</u>

Middle Line Road  
Profit & Loss Detail Report-FY2020-July 1 - Sept 30, 2019  
July through September 2019

	Type	Date	Num	Memo	Clr	Split	Amount	Balance
Door Replacements								
	Bill	08/31/2019	5882	CAPREP - Storm Door installs, storm door repairs, demo at Accounts Payable			2,025.00	2,025.00
	Bill	08/31/2019	5882	CAPREP - Storm Door installs, storm door repairs 15 45.00 Accounts Payable			675.00	2,700.00
Total Door Replacements							<u>2,700.00</u>	<u>2,700.00</u>
Total Capital Replacement							<u>2,700.00</u>	<u>2,700.00</u>
Total PROJECT - EXPENSE							<u>2,700.00</u>	<u>2,700.00</u>
Total Expense							<u>12,833.99</u>	<u>12,833.99</u>
Net Ordinary Income							11,322.01	11,322.01
Other Income/Expense								
Other Income								
Interest Income								
	Deposit	07/31/2019		Interest		MLR Operating MV Savings Bank	0.88	0.88
	Deposit	08/31/2019		Interest		MLR Operating MV Savings Bank	0.85	1.73
	Deposit	09/30/2019		Interest		MLR Operating MV Savings Bank	0.92	2.65
Total Interest Income							<u>2.65</u>	<u>2.65</u>
Total Other Income							<u>2.65</u>	<u>2.65</u>
Net Other Income							<u>2.65</u>	<u>2.65</u>
Net Income							<u>11,324.66</u>	<u>11,324.66</u>