

Company Master

This master holds details of all the companies that you wish to keep the accounts of, under this package. All the companies so created will share the same masters ie. Accounts, Items, Registers, Cost Centers and Users.

- Ensure that you enter an appropriate code for the company you are adding.
- This code cannot be changed and should be the same for all the subsequent years of the particular company.

The details to be entered are spread over 3 tabs as under

Address details – enter the different addresses of the company’s office, godowns etc if you wish. The address mentioned first in the table will be printed in all the documents, reports etc. the other addresses, if entered will be for memoranda purposes only.

Edit Record - Company Master - ASCFA

Name * Short Name * Code * A/c Year * ID

Alias Name *

Address		Statutory Numbers		Other Options		
Site *	Address *	City	State	Country	Pin	
1	HO	407 D S Trade Centre , Vidhyavihar West	Mumbai	Mah	India	400086
2						

www Address Corporate

Save Cancel Exit

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Statutory Numbers – enter the different statutory registration numbers provided to the company by various authorities like income tax, sales tax, and excise departments. The authorized signatory label and values are printed in different documents generated by the package.

Edit Record - Company Master - ASCFA

Name * Short Name * Code * A/c Year * ID

Alias Name *

Address		Statutory Numbers		Other Options	
L.S.T. No.	VAT TIN : 27530365007V		Extra Numbers		
C.S.T. No.	CST TIN : 27530365007C		Label	Value	
Service Tax No.					
PAN No.	TAN No.				
C. Ex. Reg. No.	TDS Circle/Ward		Authorised Signatory		
			Label	Value	
			Authorised Signatory	Partner	

www Address Corporate

Save Cancel Exit

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Other Options – based on the nature of business of the company you are adding, you may want to set various additional options provided here.

Edit Record - Company Master - ASCFA

Name * Short Name * Code * A/c Year * ID

Alias Name *

Other Options

Maintain Inventories Contra A/c

Maintain Cost Centres

Apportion Expenses to Purchase Rounding Off A/c

Apportion Expenses to Sales

Enable Automatic TDS Mode

www Address Corporate

Save Cancel Exit

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Maintain Inventories – if you wish, the package can maintain inventory for various items you may be purchasing / selling as a part of your business operation. If this is selected, you can enter details of items while entering transactions like purchases, sales, stock adjustments etc.

Maintain Cost Centers – this package also has a facility to maintain cost / profit centers as may be required. It is a parallel maintenance of records where in every revenue / expense account that you debit or credit in the FA system needs to be allotted to one or more cost centers. For a more detailed explanation of this sub system please refer [CostCenters.doc](#)

Apportion expenses to purchases – there could be certain expenses like freight, insurance etc which form a part of a purchase bill that you would be entering in the system. If you wish to debit these expenses to their respective accounts, then leave this field unchecked. Checking this field will add these expenses to the purchase value while posting to the ledger.

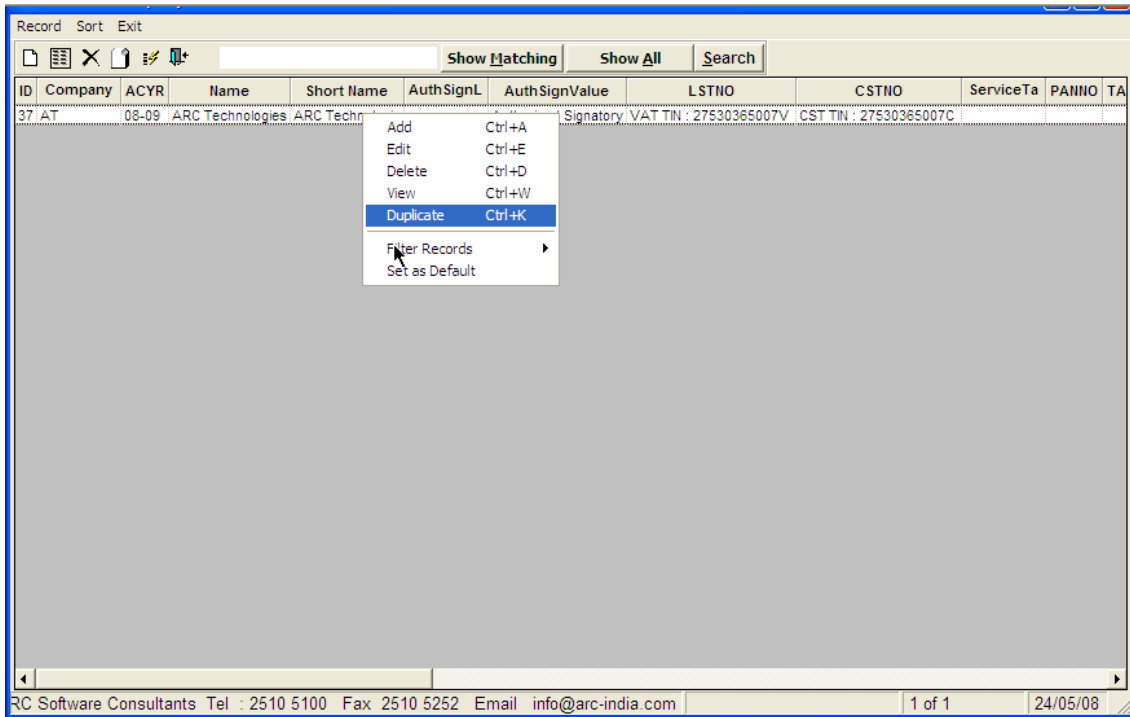
Apportion expenses to Sales – there could be certain expenses like freight, insurance etc which form a part of a sales bill that you would be entering in the system. If you wish to credit these expenses to their respective accounts, then leave this field unchecked. Checking this field will add these expenses to the sales value while posting to the ledger.

Enable automatic TDS mode – this will enable you to setup a TDS deduction master with different accounts and applicable percentages for the purpose of automatic TDS JVs. For a more detailed explanation of this, refer [TDS.doc](#).

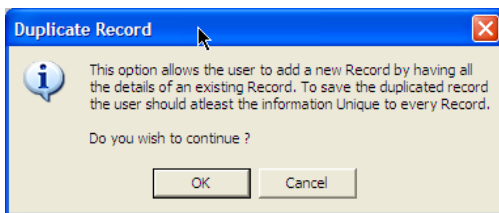
Contra A/c – this account is required as a holding account while adding contra entries like transfer from one bank to another , withdrawal / deposit of cash . this should be an account defined under the Cash & Bank Balances category.

Round off A/c – this is an account which will hold entries for the purpose of rounding off amounts to the nearest rupee while entering different transactions.

If you have already created a company in the past and want to add a new accounting year for this company, use the duplicate mode.



Right click on the existing company record and select "Duplicate" option.



You will be presented with a form having all the details from the company you have selected , just change the accounting year and save the record.

Setting a company as default - if you wish, you can select a company as a default company. This company will always be selected by default when you start the package. To do this, right click on the company + accounting year combination that you wish to have as default and select "Set as Default" option from the pop up menu.

ID	Company	ACYR	Name	Short Name	AuthSignLabel	AuthSignValue	LSTNO	CSTN
6	AI	03-04	ARC InfoSolutions	ARC INFOSO	AUTHORISED SIGNATORY			
7	ASC	03-04	ARC Software Consultants	ARC SOFTWA	AUTHORISED SIGNATORY			
8	AT	03-04	ARC Technologies	AR Technologies			400086 S 5585 WEF 29.03.2001	400086 C 4741 W
9	AE	03-04	ARC Enterprise	ARC Enterprise	AUTHORISED SIGNATORY		400086 S 5591 WEF 1.4.2001	400086 C 4747 W
10	AS	03-04	ARC SERVICES	ARC SERVIC				
11	AT	01-02	ARC Technologies	AR Technologies			400086 S 5585 WEF 29.03.2001	400086 C 4741 W
12	ASC	04-05	ARC Software Consultants	ARC SOFTWA	Authorised Signatory			
13	AT	04-05	ARC Technologies	AR Technologies	Authorised Signatory		400086 S 5585 WEF 29.03.2001	400086 C 4741 W
14	AE	04-05	ARC Enterprise	ARC Enterprise	Authorised Signatory		400086 S 5591 WEF 1.4.2001	400086 C 4747 W
15	AI	04-05	ARC InfoSolutions	ARC INFOSO	Authorised Signatory			
16	ASC	05-06	ARC Software Consultants	ARC Software Co	Authorised Signatory			
17	AT	05-06	ARC Technologies	ARC Technologie	Authorised Signatory		400086 S 5585 WEF 29.03.2001	400086 C 4741 W
18	AE	05-06	ARC Enterprises	ARC Enterprises	Authorised Signatory		400086 S 5591 WEF 1.4.2001	400086 C 4747 W
19	AI	05-06	ARC InfoSolutions	ARC InfoSolutio	Authorised Signatory			
20	AST	05-06	ARC Software Technologies	ARC Software Te				
23	ASC	06-07	ARC Software Co	ARC Software Co	Authorised Signatory			
24	AT	06-07	ARC Technologies	Add	Ctrl+A			
25	AE	06-07	ARC Enterprises	Edit	Ctrl+E		VAT TIN : 27530365007V	CST TIN : 2753036
26	AI	06-07	ARC InfoSolutions	Delete	Ctrl+D		VAT TIN : 27500365266V	CST TIN : 2750036
27	AST	06-07	ARC Software Te	View	Ctrl+W			
28	AT	07-08	ARC Technologies	Duplicate	Ctrl+K			
29	ASC	07-08	ARC Software Co				VAT TIN : 27530365007V	CST TIN : 2753036
30	AE	07-08	ARC Enterprises	Filter Records				
31	AI	07-08	ARC InfoSolutions	Set as Default			VAT TIN : 27500365266V	CST TIN : 2750036
32	AST	07-08	ARC Software Technologies	ARC Software Te				
33	AE	08-09	ARC Enterprises	ARC Enterprises			VAT TIN : 27500365266V	CST TIN : 2750036
34	AI	08-09	ARC InfoSolutions	ARC InfoSolutio				

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