Trial Balance

Report Description:

 This report will show the balances on the asset and liability accounts. These should equal.

Running the Report:

Enter the beginning and ending date.

If you run the report with zero balances it is called a Trial Balance. If you run it without zero balances, it is called a balance sheet.

Trial Balance

Enter report criteria and press "Submit"

As of date: 10/31/2018 5:00 PM

Include accounts with 0 balance: ○ Yes ⦿ No

The Report:

		Balance Sheet		
		As of 10/31/2018		
Account	Type	Description	Debit	Credit
1000	Bank	CLERK Checking Account	$6,916.08	
1001E	Asset	CLERK eFiled payments	$28.00	
		Total Assets	$6,944.08	
1002	Liability	CLERK FEES		$181.00
1002.02	Liability	Miscellaneous Fees/ Clerk PERP		$47.00
1002.02.1	Liability	Sheriff Service Fees - Clerk Share		$3.00
1002.04	Liability	Sheriff Service Process Fee		$81.00
1002.06	Liability	Juvenile and Family Drug Court Fee		$50.00
1005	Liability	COURT COSTS		$407.95
1005.01	Liability	County Court Costs		$263.65
1005.02	Liability	Court Document Storage Fee		$35.00
1005.04	Liability	County Alternative Dispute Resolution		$80.00
1005.05	Liability	City/Town Court Costs		$29.30
1005S	Liability	COURT COSTS - STATE		$6,327.13
1005.06	Liability	State Court Costs		$3,964.47
1005.07	Liability	State Court Automated Record Keeping Fee		$925.00
1005.08	Liability	State Court Public Defense Administration		$233.00
1005.09	Liability	State Court Judicial Salaries		$924.66
1005.10	Liability	State Court Administrative Fee		$233.00
1005.12	Liability	State Judicial Insurance Adjustment		$47.00
		Total Liabilities		$6,916.08
Total			$6,944.08	$6,916.08

The debits (assets) and credits (liabilities) should equal. If you have money that has not been deposited yet, that will show as an asset but it hasn't been deposited or moved into the appropriate liability account yet, so the amounts may be off by that asset amount.

In this example, there is an eFiled payment of $28.00, which is exactly why the assets are $28.00 more than the liabilities.

Where the data comes from:

The report is simply displaying the balances in the asset and liability accounts from the chart of accounts as of the date/time requested at the time the report is run.

Report Settings:

```
# -- Required settings --
class=equest.app.reports.TrialBalance
jobQ=batch

accountGrouping=clrk

# Report prompt fields
prompt.parm.1=endDate
prompt.parm.1.type=dateTime
prompt.parm.1.label=As of date
prompt.parm.1.required=false
prompt.parm.1.default=endPrevMonth
prompt.parm.1.primaryValue=5:00 PM

prompt.parm.2=includeZeroBal
prompt.parm.2.type=boolean
prompt.parm.2.label=Include accounts with 0 balance
prompt.parm.2.required=false
prompt.parm.2.primaryValue=y
```