



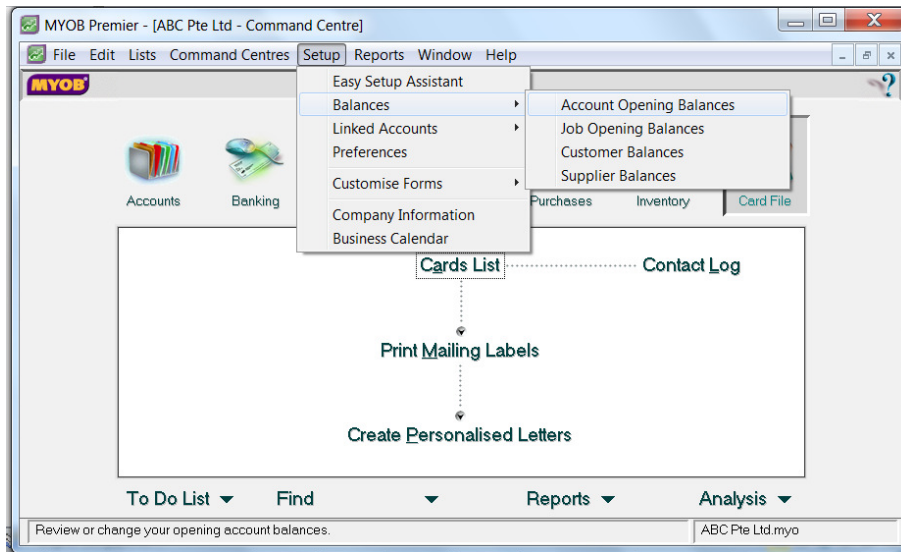
HOW TO INPUT PREVIOUS FINANCIAL YEAR BALANCE SHEET FIGURES?

When you migrate from another accounting system to MYOB Premier, you would need to input the previous financial year's balance sheet figures into your MYOB data file.

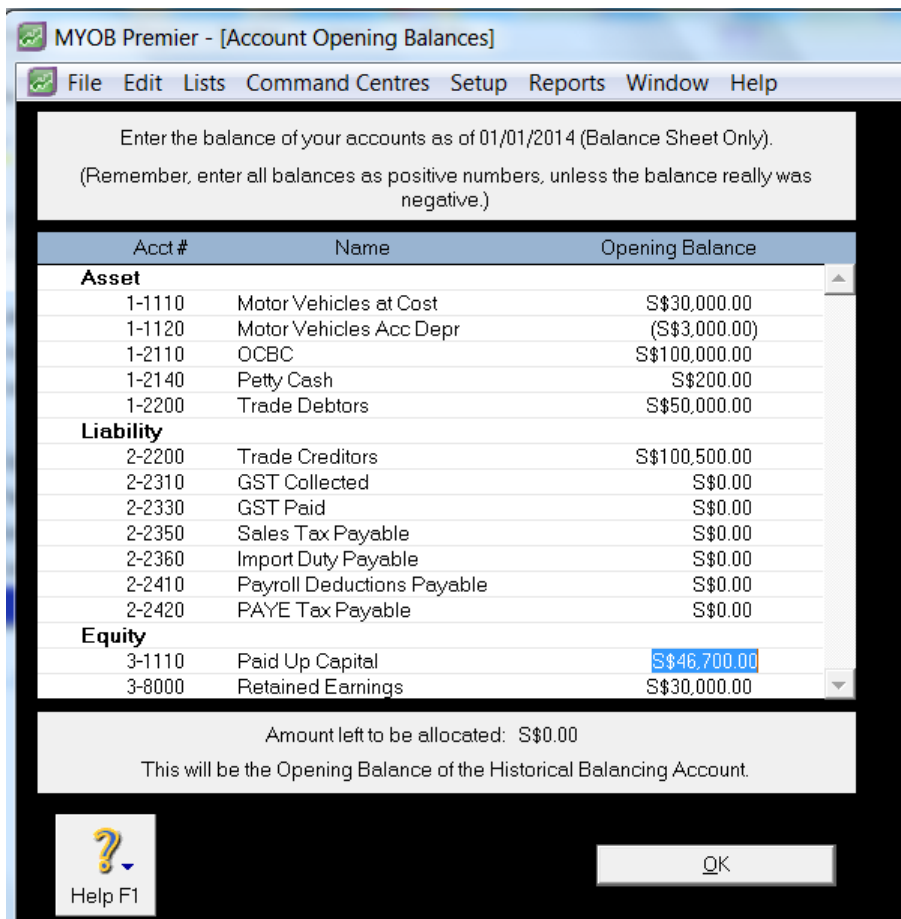
Assume that your company's data file set up for the financial year is from Jan 2014 to Dec 2014, and below is a copy of your closing balances.

ABC Pte Ltd	
<i>123 Ubi Tech Park</i>	
<i>Singapore 123456</i>	
Balance Sheet	
As of 31/12/2013	
Assets	
Motor Vehicle at Cost	\$30,000.00
Motor Vehicle Acc Depr	(\$3,000.00)
OCBC	\$100,000.00
Petty Cash	\$200.00
Trade Debtors	\$50,000.00
Total Assets	\$177,200.00
Liabilities	
Trade Creditors	\$100,500.00
Total Liabilities	\$100,500.00
Equity	
Paid Up Capital	\$46,700.00
Retained Earnings	\$30,000.00
Total Equity	\$76,700.00

First, go to Menu Bar -> Setup -> Balances -> Account Opening Balances.



Next, input your closing balances from your Balance Sheet.

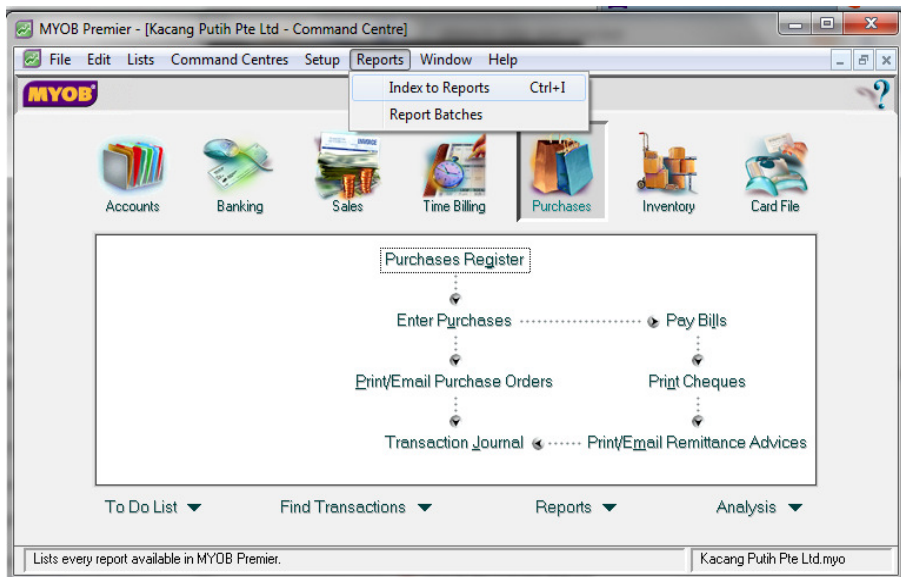


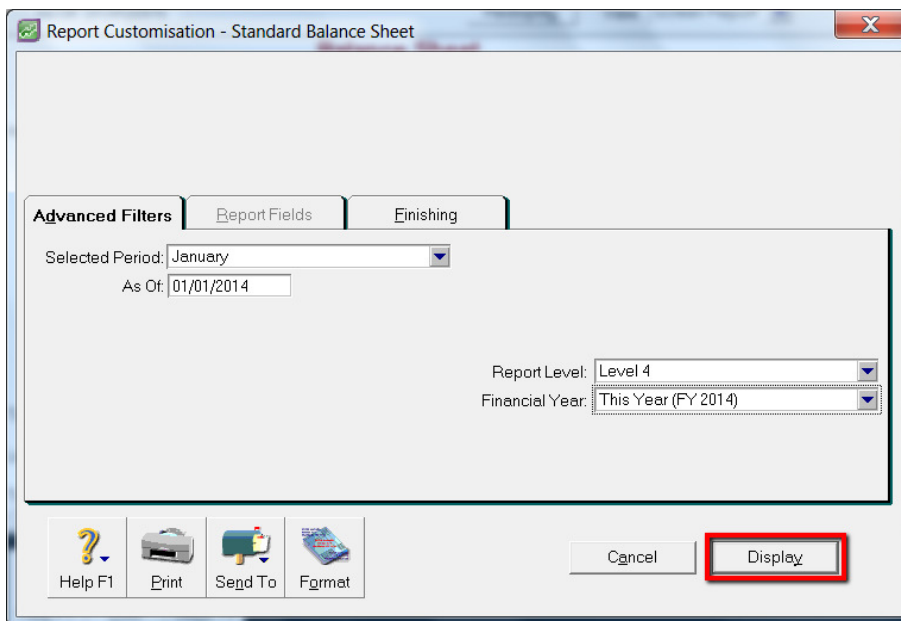
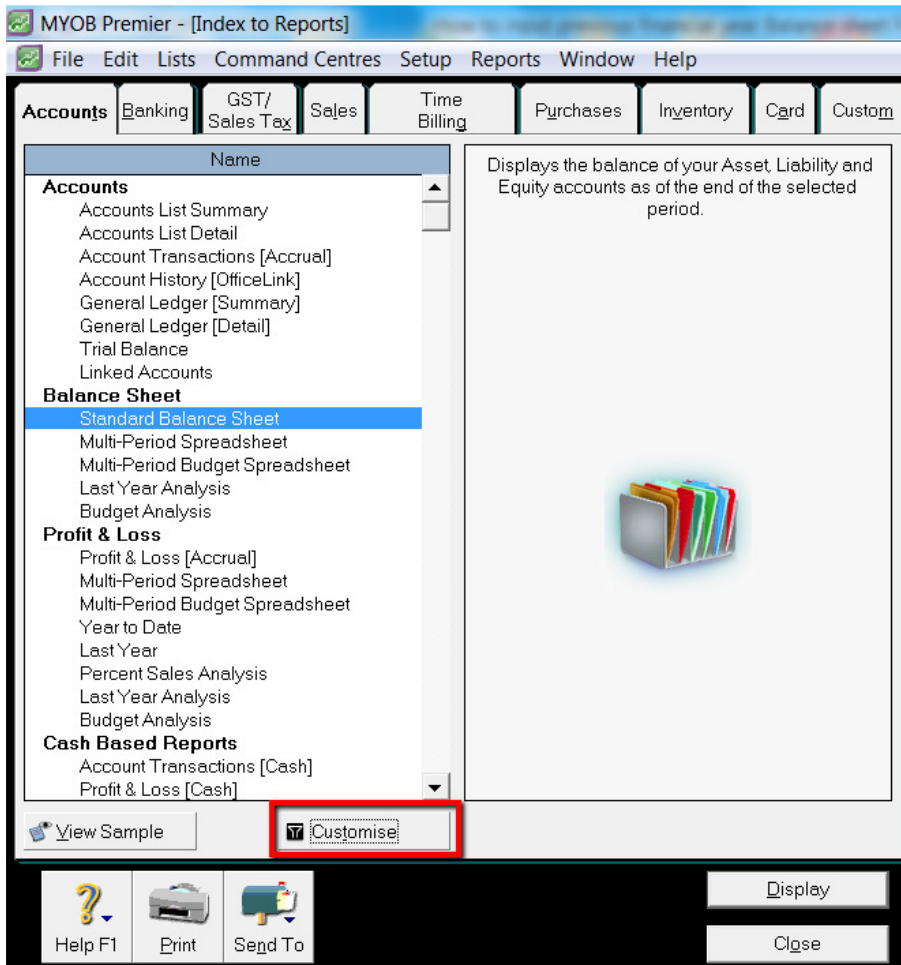
~ Note: As long as Amount left to be allocated (Historical Balancing Account) is not \$0, the entries are considered incomplete.

Ensure [Assets - Liabilities = Owner's Equity] to balance the balance sheet.

You may then generate a Balance sheet report as of 01/01/2014.

Go to Menu Bar -> Reports -> Index to Reports -> Balance Sheet -> Standard Balance Sheet.







MYOB Premier - [Report Display]

File Edit Lists Command Centres Setup Reports Window Help

As Of: 01/01/2014 Redisplay View: Screen Report

Balance Sheet
As of 01/01/2014

Assets	
Fixed Assets	
Motor Vehicles	
Motor Vehicles at Cost	S\$30,000.00
Motor Vehicles Acc Depr	(S\$3,000.00)
Total Motor Vehicles	S\$27,000.00
Total Fixed Assets	S\$27,000.00
Current Assets	
Cash On Hand	
OCBC	S\$100,000.00
Petty Cash	S\$200.00
Total Cash On Hand	S\$100,200.00
Trade Debtors	S\$50,000.00
Total Current Assets	S\$150,200.00
Total Assets	S\$177,200.00
Liabilities	
Trade Creditors	S\$100,500.00
Total Liabilities	S\$100,500.00