

# Tips for updating QuickBooks Desktop

You can export a report, change certain formatting, and reimport it into QuickBooks Desktop.

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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 numbers
- Inserted rows that are not at the end
- Moved data cells

# Desktop report in Excel

ting or add new formulas, and then update it with new QuickBooks c

our formula  
by entering

	A	B	C	D	E	F	G	H
1			1			My Company P&L		
2						Profit & Loss		
3						July through August 2012		
4							07/18/12	Aug 1
5						Ordinary Income/Expense		
6			4			MONEY IN (aka Income)		
7						40100 - Construction Income		
8						40110 - Design Income	3,054.02	3,90
9						40199 - Less Discounts given	0.00	-4
10						Total 40100 - Construction Income	3,054.02	3,75
11						40500 - Reimbursement Income		
12						40520 - Permit Reimbursement Income	0.00	48
13						Total 40500 - Reimbursement Income	0.00	48
14						Total Income	3,054.02	29,19
15			5			* Labor Income less Design Income	3,054.02	13,22
16						Cost of Goods Sold		

on-header cells\*  
re left empty

- Renamed date columns
- Deleted columns
- Sorted columns

- Inserted columns in between QuickBooks row headers

- User-defi  
supporte  
updated

I	J
<b>OTAL</b>	
1,954.02	
-48.35	*
1,905.67	
487.00	
487.00	
1,343.45	
1,596.71	Labor Diff

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Formulas may not be collapsed reports when the same excel sheet

Township of Hanover Fire District No.2  
 Profit & Loss Budget vs. Actual  
 January through December 2023  
**PROPOSED BUDGET 2023**

	<u><b>Budget</b></u>
<b>Ordinary Income/Expense</b>	
Income	
<b>REVENUE</b>	
2001 Fire Alarms	800.00
2002 Fire Safety Rebate	2,197.00
2003 Donations (903-905 Rte 10)	5,000.00
2005 Interest	1,000.00
2006 Rental Income	133,000.00
2008 Local Registration Fees	16,550.00
2011 Permit Fees	8,500.00
2012 Fire Bureau Penalties	3,000.00
2013 State Fire Safety Rebates	45,000.00
2014 Chapter 78 Employee Contri	0.00
<b>DISTRICT TAXES</b>	2,249,746.00
Fund Balance Utilized	250,000.00
<b>Total REVENUE</b>	<u>2,714,793.00</u>
<b>Total Income</b>	<u>2,714,793.00</u>
<b>Gross Profit</b>	2,714,793.00
Expense	
<b>ADMIN OTHER</b>	
5012 OfficeEqpt Rental (copier)	4,000.00
5013 Office Supplies	8,000.00
5016 Election	2,000.00
5017 Inspection Day / Public	2,000.00
8205 Promotions	10,000.00
8206 Advertising	2,000.00
<b>Total ADMIN OTHER</b>	<u>28,000.00</u>
<b>ADMIN PERSONNEL</b>	
3004 Administrative Assistance	25,000.00
3005 Commissioner Stipends	11,800.00
3006 Dep /Assist Chief Stipend	1,200.00
<b>ADMIN PERSONNEL - Other</b>	0.00
<b>Total ADMIN PERSONNEL</b>	<u>38,000.00</u>
<b>DEBT SERVICE.</b>	
Fees	7,432.00
Interest Payment	230,810.00
Principal Payment	400,012.00
<b>Total DEBT SERVICE.</b>	<u>638,254.00</u>
<b>OFFSET APPROPRIATIONS</b>	
3601 Salary Offset wUSFA Revenu	45,000.00
<b>Total OFFSET APPROPRIATIONS</b>	<u>45,000.00</u>
<b>OPERATIONS / OTHER</b>	
5001 Bank Fees / Wires	200.00
5004 Clothing Allowance / Reiiim	33,000.00
5005 Accounting (Audit)	15,000.00
5006 Legal Expense (Braslow)	30,000.00

Township of Hanover Fire District No.2  
 Profit & Loss Budget vs. Actual  
 January through December 2023  
**PROPOSED BUDGET 2023**

	<b>Budget</b>
5007 Payroll Expenses	1,700.00
5010 Travel	500.00
5011 Postage	500.00
5020 County Dispatch	24,000.00
6001 Building - Gas & Electric	50,000.00
6002 Building - Water/Sewerage	3,000.00
6003 Bldng - Property Insurance	32,500.00
6004 Building Storm Water	1,200.00
6005 Bldg - FAST Fire Alarm	1,500.00
6006 Bldg - Sprinkler / Castle	4,000.00
6007 Bldg -Elevator - Schindler	3,500.00
6008 Bldg - Cleaning Services	7,500.00
6009 Bldg - HVAC	5,000.00
6011 Bldg - Station Generator	5,000.00
6013 Bldg - Cable /VOIP/Verizon	10,500.00
6014 Vehicle exhaust system rpr	1,500.00
7001 Vehicle Insurance	15,500.00
7003 Vehicle Maintenance - Cars	5,000.00
7004 Vehicle Maint. LadderTruck	20,000.00
7005 Vehile Maint. Pumpers/Resc	25,000.00
7006 All Small Engines	500.00
7007 Equipment Maint. - PPE	4,000.00
7008 Oxygen	500.00
7009 Equip Maint /Radios/Pagers	500.00
7010 Equip. Maint. / Batteries	500.00
7012 Equip Maint - SCBA	5,000.00
7013 Equip Maint - Grnd ladders	1,000.00
7014 Equip Maint/ Air Monitorg	1,000.00
7016 Misc Hydraulic Tools	1,000.00
7017 Misc Maintenance Supplies	4,000.00
7018 Fuel for Apparatus	14,000.00
7019 Extinguisher Maintenance	750.00
7020 Equipmnt Maint. - TIC	500.00
7021 - Maintenance - Other	1,000.00
7022 Medical Supplies	2,000.00
7024 Hose Testing / Repair	1,500.00
8001 Uniforms - Class B	5,000.00
8002 Testing - Pumps	800.00
8003 - Testing - Hose	3,000.00
8004 Testing - Extinguishers	1,000.00
8005 Testing - Ladders	800.00
8201 Training - Classes	20,500.00
8202 Training - Supplies	1,000.00
8401 Physicals - New Members	3,500.00
8601 Admin Code / Statutes	200.00
8602 Trade Journals	100.00

**PROPOSED BUDGET 2023**

	<u><b>Budget</b></u>
8603 Other Subscriptions	2,000.00
8604 ERS /Power DMS/Mobile EYES	12,000.00
9001 Radios / Pagers	2,000.00
9002 Rescue Equip-(non bond)	20,000.00
9003 Fire Equipment (non bond)	20,000.00
9004 PPE (non bondable)	25,000.00
9005 SCBA cylinders (Non bond)	20,000.00
9006 Computer Equip (non bond)	3,000.00
9007 Other (non-bondable)	1,000.00
9100 Rsrv Future Captl Outlays	350,000.00
<b>Total OPERATIONS / OTHER</b>	<u>824,250.00</u>
<b>OPERATIONS / PERSONNEL</b>	
3002 Fire Personnel	516,951.00
3003 Overtime	105,300.00
3007 Payroll Deductions	79,275.00
4001 Medical/Dental Insurance	133,022.00
4003 Life Insurance	16,000.00
4006 Dental	0.00
4007 Pension	149,141.00
4009 Workers Comp	80,000.00
4011 LOSAP	45,000.00
4012 Fuel Vouchers	10,000.00
4014 Accident / Sickness VFIS	6,600.00
<b>Total OPERATIONS / PERSONNEL</b>	<u>1,141,289.00</u>
<b>Total Expense</b>	<u>2,714,793.00</u>
<b>Net Ordinary Income</b>	<u>0.00</u>
<b>Net Income</b>	<u><u>0.00</u></u>