

# Viewing Financial Statements

Available in All Versions of Sage 50 Accounting

## Quick Reference Guide

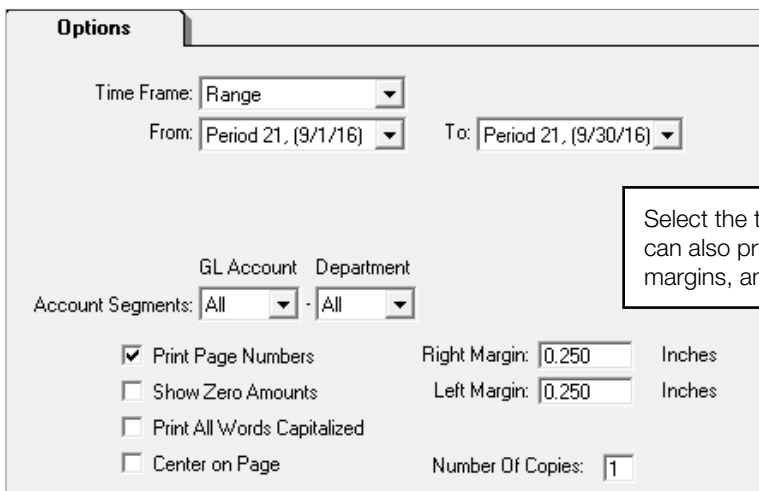
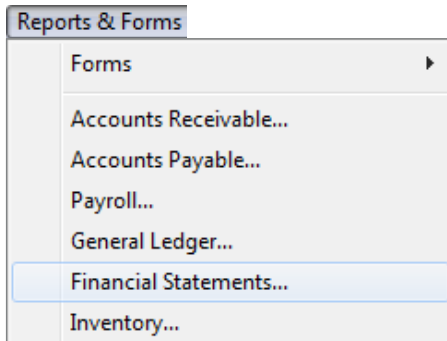
### What are Financial Statements?

Financial Statements are reports that show how well your business is doing overall. For example, the Income Statement shows you revenues, expenses, and net income for a period of time. The Balance Sheet displays your assets (what you have), liabilities (what you owe), and capital (what you own).

### How do I access and view my Financial Statements?

Access your Financial Statements by going to the **Reports & Forms** menu and selecting Financial Statements.

You can view a Financial Statement by selecting it and clicking Display or by double-clicking it. When you double-click the report, the Options window opens.



Select the time frame for your report. You can also print page numbers, specify the margins, and print multiple copies.

### Spotlight on the Statement of Cash Flow

You can use the Statement of Cash Flow to see the cash coming in and going out of your business over a certain period of time. You can also see whether you had a net increase or decrease in cash.

Bellwether Garden Supply Statement of Cash Flow For the twelve Months Ended December 31, 2015		
	Current Month	Year to Date
<b>Cash Flows from operating activities</b>		
Net Income	\$ 26,000.00	\$ 26,000.00
Adjustments to reconcile net income to net cash provided by operating activities		
Accum. Depreciation-Furniture	1,262.40	1,262.40
Accum. Depreciation-Equipment	1,265.25	1,265.25
Accum. Depreciation-Vehicles	4,313.67	4,313.67
Accum. Depreciation-Other	193.71	193.71
Accum. Depreciation-Buildings	1,189.11	1,189.11
Accum. Depreciation-Bldg Imp	169.87	169.87
Accounts Receivable	(183,512.64)	(183,512.64)
Other Receivables	(3,672.24)	(3,672.24)
Inventory	(7,458.28)	(7,458.28)
Accounts Payable	95,902.76	95,902.76
Sales Tax Payable	16,785.76	16,785.76
401 K Deductions Payable	2,240.41	2,240.41
Health Insurance Payable	(530.64)	(530.64)
Federal Payroll Taxes Payable	41,966.23	41,966.23
State Payroll Taxes Payable	6,161.62	6,161.62
Other Current Liabilities	200.00	200.00
<b>Total Adjustments</b>	<b>(23,523.01)</b>	<b>(23,523.01)</b>
<b>Net Cash provided by Operations</b>	<b>2,476.99</b>	<b>2,476.99</b>
<b>Cash Flows from investing activities</b>		
Used For		
<b>Net cash used in investing</b>	<b>0.00</b>	<b>0.00</b>
<b>Cash Flows from financing activities</b>		
Proceeds From		
Used For		
<b>Net cash used in financing</b>	<b>0.00</b>	<b>0.00</b>
<b>Net increase &lt;decrease&gt; in cash</b>	<b>\$ 2,476.99</b>	<b>\$ 2,476.99</b>

### Did you know?

- The **Financial Statement Wizard** walks you through creating your own custom financial statements. Open the wizard by clicking the Financial Statement Wizard link at the top of the reports list.

The screenshot shows the Sage 50 Accounting interface. At the top, there is a navigation bar with the text "Financial Statements: Balance Sheets and Income Statements". To the right of this text is a button labeled "Financial Statement Wizard" with a magnifying glass icon, which is highlighted with a red rectangular box. Below the navigation bar, there is a dropdown menu showing "<Standard> Balance Sheet" and a description: "Standard Balance Sheet showing assets, liabilities, and capital."

- When you double-click an amount on a Financial Statement, the General Ledger report opens allowing you to see more details.
- The **Design button** allows you to modify existing custom Financial Statements. You can change column headings, fonts, and more.

For more info, visit: [Sage.com](http://Sage.com)  
or contact us at 866-996-7243