

BeLife STANDARD REPORT TEMPLATES Currently Available

General Ledger	
Account Analysis Report	GL001
Account Analysis Report with Payables Detail	GL002
Account Analysis Report with Subledger Detail	GL003
Account Hierarchy Report	GL004
Budget Trial Balance Report	GL016
Detail Trial Balance Report	GL032
Expanded Trial Balance Report	GL037
General Ledger Report	GL046
Journal Line Report	GL056
Rollup Detail Listing	GL074
Rollup Range Listing	GL075
Segment Values Listing	GL080
Summary 1 Trial Balance Report	GL081
Summary 2 Trial Balance Report	GL082
Tax Journals Report	GL085
Unposted Journals Report	GL091

Accounts Payable	
Accounts Payable Trial Balance	AP007
Final Payment Register	AP027
Invoice Aging Report	AP032
Invoice History Report	AP038
Invoice on Hold Report	AP039
Invoice Register	AP040
Payables Accounting Entries Report	AP060
Payment Exceptions Report	AP067
Payment Register	AP069
Posted Invoice Register	AP073
Posted Payment Register	AP074
Preliminary Payment Register	AP075
Recurring Invoices Report	AP085
Stopped Payments Report	AP088
Supplier Mailing Labels Report	AP090
Supplier Open Balance Letter	AP092
Supplier Paid Invoice History	AP093
Supplier Payment History Report	AP094
Tax Audit Trail	AP096
Unaccounted Transactions Report	AP103
Void Payment Register	AP109
Payment Distribution Report	AP118

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Accounts Receivable	
Account Status Report	AR001
Aging – 4 Buckets Report	AR006
Aging – 7 Buckets Report	AR007
Aging – 7 Buckets – By Account Report	AR008
Aging – 7 Buckets – By Amount Report	AR009
Aging – 7 Buckets – By Collector Report	AR010
AR Reconciliation Report	AR014
Billing and Receipt History	AR031
Billing History Report	AR032
Collection Key Indicators Report	AR042
Customer Listing Detail Report	AR054
Customer Listing Summary Report	AR055
Disputed Invoice Report	AR064
Dunning History Report	AR065
Incomplete Invoices Report	AR070
Journal Entries Report	AR076
Past Due Invoice Report	AR084
Receipt Analysis – Days Late Report	AR091
Receipt Promises Report	AR094
Transaction Detail Report	AR113
Unapplied and Unresolved Receipts Register	AR119
Unposted Items Report	AR120
Tax Reconciliation Report	AR129

Purchasing	
Blanket and Planned PO Status Report	PO004
Buyer’s Requisition Action Required Report	PO006
Expected Receipts Report	PO014
Invoice Price Variance Report	PO019
Item Detail Listing	PO020
Item Summary Listing	PO021
Matching Holds by Buyer Report	PO024
Open Purchase Orders By Buyer Report	PO026
Open Purchase Orders By Cost Centre Report	PO027
Purchase Agreement Audit Report	PO038
Purchase Order and Releases Detail Report	PO039
Purchase Order Distribution Detail Report	PO042
Purchase Price Variance Report	PO043
Purchasing Activity Register	PO046
Uninvoiced Receipts Report	PO071
Unordered Receipts Report	PO074
Vendor Price Performance Analysis Report	PO076
Vendor Purchase Summary Report	PO077

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Assets	
Account Reconciliation Reserve Ledger Report	FA001
Asset Additions by Cost Center Report	FA012
Asset Additions Report	FA013
Asset Category Listing	FA015
Assets by Category Report	FA030
Budget-To-Actual Report	FA035
CIP Assets Report	FA040
Cost Adjustments by Source Report	FA047
Delete Mass Additions Preview Report	FA052
Drill Down Report	FA056
Fully Reserved Assets Report	FA067
Mass Additions Create Report	FA076
Mass Additions Posting Report	FA080
Tax Additions Report	FA118
Unposted Mass Additions Report	FA125