

# Osprey Approach: Reports: Purchase Ledger Balances

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The latest version is always online at  
<https://support.ospreyapproach.com/?p=32774>

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This report shows each purchase ledger on the system along with its current balance (or year end balance if a year is selected).



## Purchase Ledger Balance Listing

**Practice Name:** Broom & Broom Ltd

**Year:** 2      **Period:** 2      **Accounting Date:** 30/11/2021      **Date Report Run:** 17/11/2021

PL Code	Description	Balance
PL1	Amazon	-150.99
PL4	Bombay Spice Ltd	-48.00
<b>Total</b>		<b>-198.99</b>

Purchase Ledger Balance example

## Filter Options

Reports > Other Financial > Purchase Ledger Balances

Run

Year:

Branch:

Department:

Currency:

- **Year** - Select the year for which you would like to see the balances - defaults to the current year number
- **Branch** - Select to print information for All branches or select a branch here
- **Department** - Select to print information for All departments or select a department here
- **Currency** - Select the currency you wish to report on.

## List of Columns produced

- Purchase Ledger Code
- Purchase Ledger Description
- Balance