# Schematic Representation of Club Management Solutions on Tally.ERP 9

## ADMINISTRATION

### MEMBERSHIP MANAGEMENT

- Member profile with photo
- Profile - Individual
- Profile- Family
- Types of membership
- Member registration
- Members admission fee
- Member security deposit (refundable/non refundable)
- Type of subscriptions
- Conversion or upgradtion of membership
- Termination of membership
- Transfer of membership
- Credit limits to members
- Membership application fee
- Member list with complete information
- Dependent/ family members list
- Membership status (Active/ Inactive)
- Members ID card
- Membership subscription management
- Periodical subscription posting
- Members minimum usage posting
- Minimum usage posting report
- Membership fee outstanding
- Interest charges
- Monthly minimum billing auto calculation
- Monthly usage statement – member-wise.

## DEPARTMENT MANAGEMENT

### HEALTH CLUB

### SPORTS

### FOOD & BEVERAGE

### GYM

### BILLIARDS

### SWIMMING POOL

### TENNIS

### BAR

- Member-wise visitor details
- Cash receipts and payments
- Members final bill generation and printing
- Bill booking for guest visitors
- Bill booking for game charges
- KOT (kitchen order ticket) entry
- KOT billing
- Multiple payment modes(cash/ debit/credit cards)
- Waiter- wise KOT details
- Department-wise profit
- Purchases of Inventory(department wise)
- Department-wise members usage report
- Members usage posting
- KOT bill status (Paid/Non paid)
- Cancelled KOT list
- Cancelled bill list
- Daily collection report
- Counter-wise sales report
- Outstanding management
- Department-wise visitors details
- Department-wise sales details
- Department-wise collection report
- Consolidated department report

## GUEST ROOM MANAGEMENT

- Room availability checking
- Room reservation and cancellation
- Room change/ upgrade/ transfer
- Room booking
- Room releasing
- Room check-in
- Daily room charges
- Extra bed charges
- Room service booking
- Room check-out and invoicing
- Receipt of cash/debit/credit card
- Transfer of bill amount to members account
- Room reservation status
- Daily room collection report
- Guest room tariff charges
- Food bill report
- Daily collection report

## STORE/INVENTORY MANAGEMENT

### PURCHASES

### SALES

### REPORTS

- Purchase order generation
- Goods receipt note
- Purchase invoice
- Purchase returns
- Re-order levels of stock items
- Physical stock entry
- Re-order level status report
- Physical stock register
- Transfer of inventory
- Inventory report
- Purchase order book
- Stock transfer report
- Ageing analysis
- Department wise stock report
- Purchase order outstanding report
- Negative stock report
- Stock transfers from stores to departments
- Stock return from departments to stores
- Daily statement - bar stock report
- Daily statement – kitchen-wise report
- Monthly sales analysis report

## FINANCE / ACCOUNTS

- Accounting of daily cash sales
- Members subscription collection and receipts generation
- Receipts and payments report
- Daily credit sales report
- Purchase register
- Accounting of expenses
- General ledger report
- Overdue receivables and payables
- Outstanding receivables and payables
- Credit limit report
- Post dated cheques management
- Post dated vouchers report
- Multiple payments modes report(cash/debit/credit card)
- Reminder letters to members
- Confirmation of accounts to members
- TDS deductions
- Interest calculation on outstanding
- User-wise collection report
- Balance sheet
- Profit and Loss account
- Statutory compliance
- Payroll with income tax

## MIS REPORTS

- Member list with address and contact details
- Dependent and family members list
- Membership status (Active/ Inactive)
- Subscription status (Active/ Inactive)
- Daily cash/debit/credit card sales
- Stock summary
- Daily collection register as per department
- Room availability status report
- Room reservation status
- Sales register
- Purchase register
- Outstanding reports
- Membership termination report
- Membership registration report
- Cash flow/ Fund flow report
- Cash flow projection report
- Budgeting
- Monthly Sales Analysis Report