Find Any Voucher in Tally

This manual will help you to how to configure & how to use **Find Voucher** module in Tally.ERP9.

Supported Tally version: Tally.ERP9 Rel 5.1 & Above

Copy **Find Voucher.tcp** file in your Tally.ERP9 folder as shown in below screen shot.

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File Home Sha	are View							^ ()
Copy Paste	path shortcut Nov Copy to to to	New item •	Open ♥ Properties ♥ History	Select all Select none				
Clipboard	Organize	New	Open	Select				
🛞 👻 🕇 🌉 🕨	Computer → Local Disk (C:) → Tally.ERP9						~ C	Search Tal ,0
🔶 Favorites	Name	Date modified	Type S	ize	^	Find Voucher		
Downloads	a Tally	17/05/2019 7:32 AM	Configuration sett	2 KB		TCP File		
Magic Briefcase	tallycfg.tsf	16/05/2019 8:03 AM	TSF File	358 KB				
🖳 Recent places	tdlfunc	17/05/2019 7:32 AM	Text Document	0 KB		Sterementere		
📕 Google Drive	tally5.dmp	16/05/2019 7:49 AM	DMP File	331 KB				
	📋 tallyerr	16/05/2019 7:49 AM	Text Document	7 KB				
🥽 Libraries	TALLY TALLY	12/05/2019 6:27 PM	Microsoft Office E	11 KB				
Documents	allygateway	12/05/2019 5:07 PM	Configuration sett	1 KB		Date modified: 11/05/2019 11:38 PM		
J Music	🗐 DayBook	12/05/2019 1:37 PM	Microsoft Office E	12 KB		Size: 4.55 KB		
Pictures	🔁 Accounting Voucher	12/05/2019 9:12 AM	Adobe Acrobat D	43 KB		Date created: 17/05/2019 7:31 AM		
Videos	Signature On Invoice	11/05/2019 11:42	TCP File	4 KB				
	Find Voucher	11/05/2019 11:38	TCP File	5 KB				
輚 Homegroup	Envelop Printing	11/05/2010 11:34	TCP File	5 KB				
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👰 Computer	Control Duplicate Pu Date modified: 11/	05/2019 11:38 PM :24	TCP File	4 KB				
🊢 Local Disk (C:)	ally tally	11/05/2019 6:41 PM	IMP File	542 KB				
👝 Local Disk (D:)	Attendance Voucher	11/05/2019 2:18 PM	XML File	7 KB				
👝 Local Disk (E:)	tally4.dmp	11/05/2019 12:28	DMP File	286 KB				
🏴 Jio Media Server	tally3.dmp	11/05/2019 11:11	DMP File	340 KB				
	tally2.dmp	11/05/2019 8:34 AM	DMP File	339 KB				
	tally1.dmp	11/05/2019 8:30 AM	DMP File	393 KB				
	🥔 Master	11/05/2019 12:18	XML File	326 KB				
	Counting Voucher	07/05/2019 7:59 AM	JPEG image	175 KB				
	🥔 April Bills	24/04/2019 8:09 AM	XML File	84 KB				
	C DavBook	11/04/2019 8:31 AM	XML File	11 KB	~			0
59 items 1 item select	ted 4.55 KB							

Step – 2

Open Tally > Press F12 : Configure > Products & Features





Press F4 : Manage Local TDL to get below screen

- Load TDL files on startup = Yes
- List of TDL files to preload on startup = Find Voucher.Tcp

	TDL Configuration
Load TDL files on startup	? Yes
List of TDL files to preload on sta	tup : Find Voucher.tcp

Once the above steps are done....you will be able to see a new menu on your Gateway of Tally as "Find Voucher" as shown below...

F					Tally FRP 9					_ 🗆 🗙
P: Print	E: Export	M: E-Mail	O: Upload	S: TallyShop	G: Language	K: Keyboard	K: Control Centre	H: Support Centre	H: Help	F1: Select Cmp
Gateway of Ta	ally]			Ctrl + M 🗙	F1: Shut Cmp
	Current Period		Current Dat	te			Catoway of Tall	-		
	1-4-2019 to 31-3-2020		Monday, 1 Apr	, 2019			Gateway of Tall			F2: Date
	1	List of Selected Co	mpanies				Masters			F2: Period
Name of Con	npany			Date of Last Entry			Accounts Info.			
TDL Junctio	on			1-Apr-2019			Inventory Info.			F3: Company
							Transactions			F3: Cmp Info
							Accounting Voucher	rs		E4: Connect
							willing voucher			F4: Disconnect
							ImpOrt Data			
							BaNking			O: Synchronise
							Reports			Y: Sync Selected
							Balance Sheet			
							Stock Summary			
							Ratio Analysis			
							Display			
							Quit			
							FindVoucher			[
-	Product	Version & Updat Series A Relea	tes Ctrl + Alt + T se 6.4	License & Services	Ctrl + Alt +	L Configuration	Ctrl + Alt + F	Calculator	Ctrl + N X	
4	any	Series A Relea TDLs: 1 of 1 k	se 6.5.1 Available baded			ODBC Server	9000			E11: Features
POWER	TOF SIMPLICITY							4.		F12: Configure
Tally MAIN>	Gateway of Tally						© Tally Solutions Pv	Ltd., 1988-2018	Fri 17 May 2019	07:44:34

Click on it, you will get a simple yet powerful search window as shown in below screen shot;

You can search any voucher globally in your data by two search queries...

- 1. Voucher Number Keyword
- 2. Narration Keyword



In above example I have tried to search a voucher number containing 638 and hit enter and surprisingly it displayed all the vouchers containing 638 irrespective of voucher types.

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1						Tally.ERP 9					- • ×
P: Print	E: Export	<u>M</u> : E-	Mail	O: Upload	S: TallyShop	G: Language	K: Keyboard	K: Control Centre	H: Support Centre	H: Help	F1: Detailed
Day Book					TDL J	unction			1.0	Ctrl + M ×	F2: Date
Day DOOK									1-Apr-2	1019 to 51-mai-2020	F2: Period
Date	Particulars						Vch Type	Vch No.	Debit Amou	Int Credit Amount	F3: Company
									Inwards (ty Outwards Qty	F4: Change Voucher
1-4-2019 R	epaires & Mainten	ance					Journal	JV/638	120.	.00	F5: Columnar
1-4-2019 54	achin Enterprises i	PVt. Lta.					Purchase	Pul/638/19-20		1,200.00	F6: Extract
											F7: Show Profit
											T: Post Dated Pop
											E8: Related Reports
											F9: Inventory Reports
											F10: A/c Reports
											F11: Features
											F12: Configure
0.01	15 c Alt	ID D LL	ly o	0.0.1		[Lu s			F12: Range
Q: Quit	Enter: Alter	D: Delete	X: Cancel	Z: Duplicate	A: Add Voucher	I: Insert Voucher	Remove Line U: R	testore Line U: Restor	e All Space: Selec	t <u>Space</u> : Select All	F12: Value
Tally MAIN>	Gateway of Tally>	Find Voucher>	Day Book					© Tally Solutions Pvt	Ltd., 1988-2018	Fri, 17 May, 2019	07:55:57

Similarly, i wanted to find a voucher having **person name Mohan** to see the transaction entered in past.

Just type **Mohan in Search Box** and hit enter as shown below;



Yes, it has found the voucher with narration containing Mohan and simplified my search task.

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P: Print	E: Export	M: E-Mail	O: Uplo	ad	S: TallyShop	G: Language	K: Keyboard	K: Control Centre	H: Support Centre	H: Help	F1: Detailed
Day Book					TDL Ji	inction			1 4 00	Ctrl + M 2010 to 21 Mor 2020	F2: Date
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Date	Particulars						Vch Type	Vch No.	Debit Amo	unt Credit Amount	F3: Company
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Q: Quit	Enter: Alter	D: Delete	X: Cancel	2: Duplicate	A: Add Voucher	I: Insert Voucher	R: Remove Line	estore Line U: Restor	e All Space: Sele	ct Space: Select All	F12: Range
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Tally MAIN	-> Gateway of Tally>	Find Voucher> Day	Book					© Tally Solutions Pvt	Ltd., 1988-2018	Fri, 17 May, 2019	08:00:33

We hope this utility will add values to your business and helps to make your voucher search faster & simpler.

Developed by

Atharv IT Solutions

Mumbai

For any Queries / Feedback / Suggestions please write to us on

info@tdlstore.in

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