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Partner Reports

Odoo 19 Enterprise · Accounting

Partner reports focus on individual customers and vendors, showing their transaction history, outstanding balances, and ageing analysis.

1 Partner Ledger

[Accounting](#) · [Reporting](#) · **Partner Ledger**

The Partner Ledger shows receivable and payable transactions for all partners. For each partner: journal, account, reference, due date, matching number, initial balance, debit, credit, currency amount, and balance. Click a partner name to see only their transactions. Reconcile individual partners directly from this view.

2 Aged Receivables

[Accounting](#) · [Reporting](#) · **Aged Receivables**

Aged Receivables shows outstanding customer balances grouped by how long they have been overdue: 1-30 days, 31-60 days, 61-90 days, 91-120 days, and Older. This report is essential for cash flow management and credit control. High values in the Older column indicate customers requiring urgent follow-up.

3 Aged Payables

[Accounting](#) · [Reporting](#) · **Aged Payables**

Aged Payables shows what you owe vendors, grouped by the same ageing buckets. Use this report to prioritise vendor payments and avoid late payment penalties. The report is identical in structure to Aged Receivables but shows creditor balances.

4 General Ledger (from Reporting)

[Accounting](#) · [Reporting](#) · **General Ledger**

The General Ledger in Reporting provides a formatted, printable version of the ledger. Filter by journal, date range, or search for specific accounts. The total debit, credit, and balance appear at the bottom. Export as PDF for audit purposes.

5 Trial Balance

Accounting > **Reporting** > **Trial Balance**

The Trial Balance lists all accounts with their initial balance, current period movements (debit and credit), and end balance. Total debits must equal total credits – if they do not, there is a data integrity issue. Run at period end before closing. Used as the first step in year-end closing procedures.

6 Journals Audit

Accounting > **Reporting** > **Journals Audit**

The Journals Audit report generates a formatted list of all journal entries for a selected period and set of journals. Configure: target moves (posted only or all), sort order (by date or entry number), date range, journals, and company. Print the result for physical audit files.