

This document provides you with the information necessary to update your Audi Financial Statement for 2018. Read it in its entirety before beginning to use the 2018 Audi Financial Statement.

Important: If you do a 13th month statement, **do not** update your financial statement to the 2018 format until you have completed the 13th month statement.

Setting Up General Ledger Accounts

The new general ledger accounts will be on the 2018 financial statement; however, you must add them into your general ledger.

1. Click **Setup**.
2. Click **General Ledger**.
3. Click **Enter G/L Account Information**.
4. Enter the general ledger account information. Reference similar accounts in your existing general ledger to determine how to set up an account.
5. Click **Save** to save the information.

Entering Vehicle Sales Parameters

Your new sales accounts must also be entered under your Vehicle Sales Parameters in the Accounting Setup. Enter all the new accounts using the following method:

1. Click **Setup**.
2. Click **Vehicle Sales**.
3. Click **Enter Sales Parameters**.
4. Click **Default New** in the list window on the right side of the screen. This will bring in all the accounts you are currently using in the new car sales. Any changes to used accounts can be made using the **Default Used** option.
5. In **Sale Account**, type the new sales account number.
6. In **Description**, type the model name.
7. Type **N** for new.
8. The **Journal** field will automatically populate with **10**. Any changes to used accounts can be made using the **Journal 20**.

9. Enter the sales account number on the **Credit** side and the cost of sale account on the **Debit** side.
10. Verify that an account number is listed on the **Debit** side of the **Amount Financed**.
11. Click **Save**.

Adding Accounts to the Daily DOC

Add the new sales and cost of sales accounts to your Daily DOC Parameters.

1. Click **Reports & DOCs** on the Dealership Accounting menu.
2. Click **Standard Daily DOC**.
3. Click the existing DOC in the selection list.
4. Click **Enter Report Parameters**.
5. Add the new accounts to the appropriate line or create a new line for the new accounts.
6. Click **Save** to save the changes.

Note: Accounts must be added in the same manner to the Comparison DOC, if applicable. Sales and cost of sales accounts should not be deleted from the Comparison DOC because there will be a comparison of the vehicle sales for the last year and the current year.

**Deleted
Accounts**

Report Section	Page/Line #	Account #	Description
Sale	Page 6 Line 1	4129	A3 1.8T Sedan
Cost of Sale	Page 6 Line 1	5129	A3 1.8T Sedan
Sale	Page 6 Line 4	4128	A3 1.8T Cabriolet
Cost of Sale	Page 6 Line 4	5128	A3 1.8T Cabriolet
Sale	Page 6 Line 19	4005	RS5 Cabriolet
Cost of Sale	Page 6 Line 19	5005	RS5 Cabriolet
Sale	Page 6 Line 22	4006	Q5 3.0T
Cost of Sale	Page 6 Line 22	5006	Q5 3.0T
Sale	Page 6 Line 36	4034	SQ7
Cost of Sale	Page 6 Line 36	5034	SQ7
Sale	Page 6 Line 40	4192	R8 V8 Coupe
Cost of Sale	Page 6 Line 40	5192	R8 V8 Coupe
Sale	Page 6 Line 41	4146	R8 V8 Spyder
Cost of Sale	Page 6 Line 41	5146	R8 V8 Spyder
Sale	Page 6 Line 47	4184	TTS Roadster
Cost of Sale	Page 6 Line 47	5184	TTS Roadster
Sale	Pages 7, 8 Line 1	4317	Audi Fran: Audi - CPO
Cost of Sale	Pages 7, 8 Line 1	5317	Audi Fran: Audi - CPO
Cost of Sale	Pages 7, 8 Line 2	5318	Audi Fran: Audi - CPO Recon
	Pages 7, 8 Line 3	--	Audi Fran: Audi – CPO Net
Sale	Pages 7, 8 Line 4	4367	Audi Fran: Audi – Retail Used
Cost of Sale	Pages 7, 8 Line 4	5367	Audi Fran: Audi – Retail Used
Cost of Sale	Pages 7, 8 Line 5	5368	Audi Fran: Audi – Retail Used Recon
	Pages 7, 8 Line 6	--	Audi Fran: Audi – Retail Used Net
	Pages 7, 8 Line 7	--	Total Audi Fran: Audi – Used Retail Veh

Added Accounts	Report Section	Page/Line #	Account #	Description
	Additional Income	Page 2 Line 66	9140	Business Fundamentals Bonus – Revenue – Total Audi Franchise
	Additional Income	Page 2 Line 67	9142	Customer Enthus. Bonus – Rev. – Total Audi Franchise
	Additional Income	Page 2 Line 68	9144	CPO Purchase Bonus – Rev. – Total Audi Franchise
	Additional Income	Page 2 Line 69	9153	C/D Bonus – Rev. – Total Audi Franchise
	Additional Income	Page 2 Line 70	9154	Top Performers Bonus – Rev. – Total Audi Franchise
	Additional Income	Page 2 Line 71	9150	Keep IT Audi Bonus – Rev. – Total Audi Franchise
	Additional Income	Page 2 Line 72	9147	R8 Back End Bonus – Rev. – Total Audi Franchise
	Additional Income	Page 2 Line 73	9152	Sales Bonus – Rev. – Total Audi Franchise
	Additional Income	Page 2 Line 74	9148	Advertising Rebates – Total Audi Franchise
	Additional Income	Page 2 Line 75	9143	Aftersales Bonus – Total Audi Franchise
	Additional Income	Page 2 Line 76	--	Other Income & (Deductions) – Net – Total Audi Franchise
	Additional Income	Page 2 Line 77	--	Total Net Profit Before Bonus & Tax – Total Audi Franchise
	Cost of Sale	Page 6 Line 1	5130	A3 Sedan 2.02T FWD
	Overallow. or Disc.	Page 6 Line 1	4230	A3 Sedan 2.02T FWD
	Sale	Page 6 Line 2	4025	A3 Sedan 2.0T Quattro
	Cost of Sale	Page 6 Line 2	5025	A3 Sedan 2.0T Quattro
	Overallow. or Disc.	Page 6 Line 2	4825	A3 Sedan 2.0T Quattro
	Cost of Sale	Page 6 Line 3	5031	A5 Sportback
	Overallow. or Disc.	Page 6 Line 3	4331	A5 Sportback
	Cost of Sale	Page 6 Line 5	5031	A3 Cabriolet 2.0T FWD
	Overallow. or Disc.	Page 6 Line 5	4331	A3 Cabriolet 2.0T FWD
	Sale	Page 6 Line 6	4021	A3 Cabriolet 2.0T Quattro
	Cost of Sale	Page 6 Line 6	5021	A3 Cabriolet 2.0T Quattro
	Overallow. or Disc.	Page 6 Line 6	4821	A3 Cabriolet 2.0T Quattro
	Cost of Sale	Page 6 Line 9	5017	Q3 FWD
	Overallow. or Disc.	Page 6 Line 9	4117	Q3 FWD
	Sale	Page 6 Line 10	4022	Q3 Quattro
	Cost of Sale	Page 6 Line 10	5022	Q3 Quattro
	Overallow. or Disc.	Page 6 Line 10	4822	Q3 Quattro
	Cost of Sale	Page 6 Line 23	5007	Q5 TDI
	Overallow. or Disc.	Page 6 Line 23	4107	Q5 TDI
	Cost of Sale	Page 6 Line 25	5008	A6 2.0T FWD
	Overallow. or Disc.	Page 6 Line 25	4108	A6 2.0T FWD

Added Accounts	Report Section	Page/Line #	Account #	Description
	Sale	Page 6 Line 26	4023	A6 2.0T Quattro
	Cost of Sale	Page 6 Line 26	5023	A6 2.0T Quattro
	Overallow. or Disc.	Page 6 Line 26	4823	A6 2.0T Quattro
	Cost of Sale	Page 6 Line 28	5009	A6 TDI
	Overallow. or Disc.	Page 6 Line 28	4109	A6 TDI
	Cost of Sale	Page 6 Line 31	5010	A7 TDI
	Overallow. or Disc.	Page 6 Line 31	4110	A7 TDI
	Cost of Sale	Page 6 Line 36	5190	Q7 TDI
	Overallow. or Disc.	Page 6 Line 36	4090	Q7 TDI
	Cost of Sale	Page 6 Line 39	5013	A8 TDI
	Overallow. or Disc.	Page 6 Line 39	4113	A8 TDI
	Sale	Page 6 Line 44	4024	R8 V10 Plus Spyder
	Cost of Sale	Page 6 Line 44	5024	R8 V10 Plus Spyder
	Overallow. or Disc.	Page 6 Line 44	4824	R8 V10 Plus Spyder
	Sale	Pages 7, 8 Line 1	4600	A3/S3 – CPO
	Cost of Sale	Pages 7, 8 Line 1	5600	A3/S3 – CPO
	Sale	Pages 7, 8 Line 2	4601	RS3 – CPO
	Cost of Sale	Pages 7, 8 Line 2	5601	RS3 – CPO
	Sale	Pages 7, 8 Line 3	4602	A4/AS – CPO
	Cost of Sale	Pages 7, 8 Line 3	5602	A4/AS – CPO
	Sale	Pages 7, 8 Line 4	4603	A3 CPO
	Cost of Sale	Pages 7, 8 Line 4	5603	A3 CPO
	Sale	Pages 7, 8 Line 5	4604	Allroad CPO
	Cost of Sale	Pages 7, 8 Line 5	5604	Allroad CPO
	Sale	Pages 7, 8 Line 6	4605	A5/S5 Cabriolet CPO
	Cost of Sale	Pages 7, 8 Line 6	5605	A5/S5 Cabriolet CPO
	Sale	Pages 7, 8 Line 7	4606	A5/S5 Coupe CPO
	Cost of Sale	Pages 7, 8 Line 7	5606	A5/S5 Coupe CPO
	Sale	Pages 7, 8 Line 8	4607	RS5 Cabriolet/ RS5 Coupe CPO
	Cost of Sale	Pages 7, 8 Line 8	5607	RS5 Cabriolet/ RS5 Coupe CPO
	Sale	Pages 7, 8 Line 9	4608	A5/S5 Sportback CPO
	Cost of Sale	Pages 7, 8 Line 9	5608	A5/S5 Sportback CPO
	Sale	Pages 7, 8 Line 10	4609	Q5/SQ5 CPO
	Cost of Sale	Pages 7, 8 Line 10	5609	Q5/SQ5 CPO
	Sale	Pages 7, 8 Line 11	4610	A6/S6 CPO
	Cost of Sale	Pages 7, 8 Line 11	5610	A6/S6 CPO
	Sale	Pages 7, 8 Line 12	4611	A7/S7 CPO
	Cost of Sale	Pages 7, 8 Line 12	5611	A7/S7 CPO
	Sale	Pages 7, 8 Line 13	4612	RS7 CPO
	Cost of Sale	Pages 7, 8 Line 13	5612	RS7 CPO
	Sale	Pages 7, 8 Line 14	4613	Q7 CPO
	Cost of Sale	Pages 7, 8 Line 14	5613	Q7 CPO

Added Accounts	Report Section	Page/Line #	Account #	Description
	Sale	Pages 7, 8 Line 15	4614	A8 – S8 CPO
	Cost of Sale	Pages 7, 8 Line 15	5614	A8 – S8 CPO
	Sale	Pages 7, 8 Line 16	4615	R8 Coupe/R8 Spyder CPO
	Cost of Sale	Pages 7, 8 Line 16	5615	R8 Coupe/R8 Spyder CPO
	Sale	Pages 7, 8 Line 17	4616	TT/TTS Coupe CPO
	Cost of Sale	Pages 7, 8 Line 17	5616	TT/TTS Coupe CPO
	Sale	Pages 7, 8 Line 18	4617	TT/TTS Roadster CPO
	Cost of Sale	Pages 7, 8 Line 18	5617	TT/TTS Roadster CPO
	Sale	Pages 7, 8 Line 19	4618	TTRS Coupe/TTRS Roadster CPO
	Cost of Sale	Pages 7, 8 Line 19	5618	TTRS Coupe/TTRS Roadster CPO
	Sale	Pages 7, 8 Line 20	4619	Other Audi CPO
	Cost of Sale	Pages 7, 8 Line 20	5619	Other Audi CPO
	Sale	Pages 7, 8 Line 22	4621	A3/S3 PO
	Cost of Sale	Pages 7, 8 Line 22	5621	A3/S3 PO
	Sale	Pages 7, 8 Line 23	4622	RS3 PO
	Cost of Sale	Pages 7, 8 Line 23	5622	RS3 PO
	Sale	Pages 7, 8 Line 24	4623	A4/S4 PO
	Cost of Sale	Pages 7, 8 Line 24	5623	A4/S4 PO
	Sale	Pages 7, 8 Line 25	4624	Q3 PO
	Cost of Sale	Pages 7, 8 Line 25	5624	Q3 PO
	Sale	Pages 7, 8 Line 26	4625	Allroad PO
	Cost of Sale	Pages 7, 8 Line 26	5625	Allroad PO
	Sale	Pages 7, 8 Line 27	4626	A5/S5 Cabriolet PO
	Cost of Sale	Pages 7, 8 Line 27	5626	A5/S5 Cabriolet PO
	Sale	Pages 7, 8 Line 28	4627	A5/S5 Coupe PO
	Cost of Sale	Pages 7, 8 Line 28	5627	A5/S5 Coupe PO
	Sale	Pages 7, 8 Line 29	4628	RS5 Cabriolet PO
	Cost of Sale	Pages 7, 8 Line 29	5628	RS5 Cabriolet PO
	Sale	Pages 7, 8 Line 30	4629	A5/S5 Sportback PO
	Cost of Sale	Pages 7, 8 Line 30	5629	A5/S5 Sportback PO
	Sale	Pages 7, 8 Line 31	4630	Q5/SQ5 PO
	Cost of Sale	Pages 7, 8 Line 31	5630	Q5/SQ5 PO
	Sale	Pages 7, 8 Line 32	4631	A6/S6 PO
	Cost of Sale	Pages 7, 8 Line 32	5631	A6/S6 PO
	Sale	Pages 7, 8 Line 33	4632	A7/S7 PO
	Cost of Sale	Pages 7, 8 Line 33	5632	A7/S7 PO
	Sale	Pages 7, 8 Line 34	4633	RS7 PO
	Cost of Sale	Pages 7, 8 Line 34	5633	RS7 PO
	Sale	Pages 7, 8 Line 35	4634	Q7 PO
	Cost of Sale	Pages 7, 8 Line 35	5634	Q7 PO

Added Accounts	Report Section	Page/Line #	Account #	Description
	Sale	Pages 7, 8 Line 36	4635	A8/S8 PO
	Cost of Sale	Pages 7, 8 Line 36	5635	A8/S8 PO
	Sale	Pages 7, 8 Line 37	4636	R8 Coupe/R8 Spyder PO
	Cost of Sale	Pages 7, 8 Line 37	5636	R8 Coupe/R8 Spyder PO
	Sale	Pages 7, 8 Line 38	4637	TT/TTS Coupe PO
	Cost of Sale	Pages 7, 8 Line 38	5637	TT/TTS Coupe PO
	Sale	Pages 7, 8 Line 39	4638	TT/TTS Roadster PO
	Cost of Sale	Pages 7, 8 Line 39	5638	TT/TTS Roadster PO
	Sale	Pages 7, 8 Line 40	4639	TTRS Coupe/TTRS Roadster PO
	Cost of Sale	Pages 7, 8 Line 40	5639	TTRS Coupe/TTRS Roadster PO
	Sale	Pages 7, 8 Line 41	4640	Other Audi PO
	Cost of Sale	Pages 7, 8 Line 41	5640	Other Audi PO

**Renamed/
Repurposed
Accounts**

Report Section	Page/Line #	Account #	Description
Sale	Page 6 Line 1	4130	A3 2.0T FWD
Cost of Sale	Page 6 Line 1	5130	A3 2.0T FWD
Overallow. Or Disc	Page 6 Line 1	4230	A3 2.0T FWD
Sale	Page 6 Line 3	4031	A3 TDI
Cost Of Sale	Page 6 Line 3	5031	A3 TDI
Overallow. Or Disc	Page 6 Line 3	4331	A3 TDI
Sale	Page 6 Line 5	4016	A3 Cabriolet 2.0T FWD
Cost Of Sale	Page 6 Line 5	5016	A3 Cabriolet 2.0T FWD
Overallow. Or Disc	Page 6 Line 5	4116	A3 Cabriolet 2.0T FWD
Sale	Page 6 Line 9	4017	Q3 Quattro
Cost Of Sale	Page 6 Line 9	5017	Q3 Quattro
Overallow. Or Disc	Page 6 Line 9	4117	Q3 Quattro
Sale	Page 6 Line 23	4007	Q5 TDI
Cost Of Sale	Page 6 Line 23	5007	Q5 TDI
Overallow. Or Disc	Page 6 Line 23	4107	Q5 TDI
Sale	Page 6 Line 25	4008	A6 2.0T FWD
Cost Of Sale	Page 6 Line 25	5008	A6 2.0T FWD
Overallow. Or Disc	Page 6 Line 25	4108	A6 2.0T FWD
Sale	Page 6 Line 28	4009	A6 TDI
Cost Of Sale	Page 6 Line 28	5009	A6 TDI
Overallow. Or Disc	Page 6 Line 28	4109	A6 TDI
Sale	Page 6 Line 31	4010	A7 TDI
Cost Of Sale	Page 6 Line 31	5010	A7 TDI
Overallow. Or Disc	Page 6 Line 31	4110	A7 TDI
Sale	Page 6 Line 36	4190	Q7 TDFI
Cost Of Sale	Page 6 Line 36	5190	Q7 TDFI
Overallow. Or Disc	Page 6 Line 36	4090	Q7 TDFI
Sale	Page 6 Line 39	4013	A8 TDI
Cost Of Sale	Page 6 Line 39	5013	A8 TDI
Overallow. Or Disc	Page 6 Line 39	4113	A8 TDI

Note: Upon completion of this documentation, Audi had not assigned General Ledger Account numbers for Reconditioning. Report Account numbers beginning with 6 have been created for reporting Reconditioning. For example, for model A3/S3, where 4600 is the Sale and 5600 is the Cost, 6600 can be used for Reconditioning and will be pulled to the Recon. Column on pages 7 and 8, line 1.