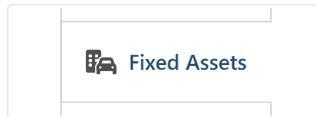
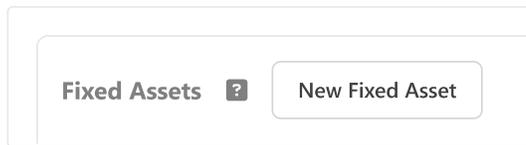


Fixed Assets

The **Fixed Assets** tab in Manager.io is designed for tracking and managing long-term valuable items owned by a business, such as land, buildings, vehicles, or machinery. It enables users to log and keep track of the purchase and the accumulated depreciation of these assets efficiently and accurately over time.

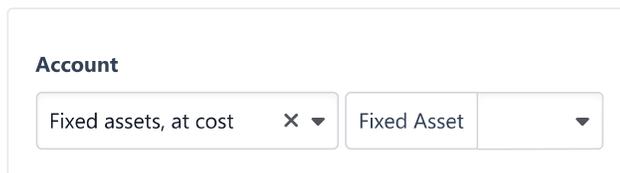


To create a new fixed asset, click the **New Fixed Asset** button.



When you create a new fixed asset, its acquisition cost will initially be zero since no transactions have been allocated to it yet. To set up the acquisition cost, you must create a transaction that represents the purchase of this fixed asset.

For instance, if you bought a fixed asset with cash, navigate to the **Payments** tab and click the **New Payment** button. To record your payment, allocate it to the **Fixed assets, at cost** account and then select the specific fixed asset.



If you bought this fixed asset on credit from a supplier (through a purchase invoice), navigate to the **Purchase Invoices** tab and click on the **New Purchase Invoice** button. Then categorize it in the same manner as you would a payment.

The **Fixed Assets** tab includes several columns:

Code

The code assigned to the fixed asset.

Name

The title of the fixed asset.

Description

A description of the fixed asset.

Depreciation Rate

The rate of depreciation for the fixed asset.

Control Account

Specifies the control account the fixed asset belongs to. If you are not utilizing custom control accounts, it will display the default control account—**Acquisition cost**.

Division

Shows the name of the division this fixed asset belongs to. If you don't use divisions, this column will be empty.

Acquisition Cost

This is the sum of transactions attributed to this fixed asset, representing the acquisition cost of the fixed asset.

Depreciation

This represents the total from depreciation entries related to this fixed asset, reflecting the accumulated depreciation of the fixed asset.

Book Value

Calculated by subtracting depreciation from the acquisition cost.

Status

Indicates whether the fixed asset is marked as **Active** or has been marked as **Disposed**.

