

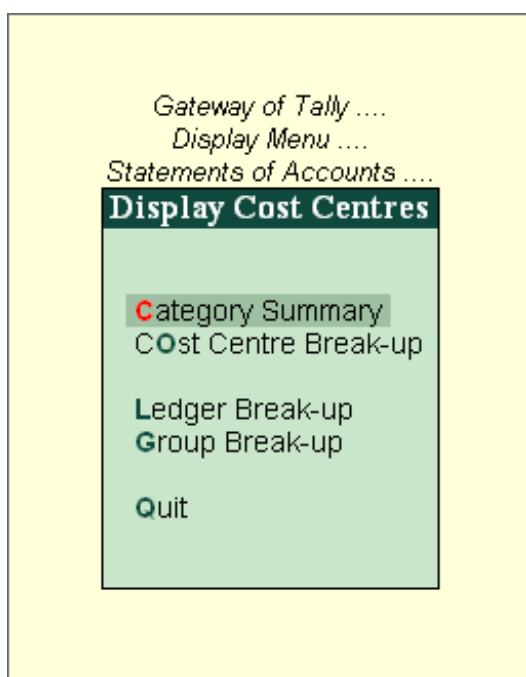
Cost Centre Reports

For conceptual information on **Cost Centres** and **Cost Categories**, please look up the relevant chapters under Accounts Information.

Cost Centre Reports are primarily performance reports that give a different perspective to transactions.

To access Cost Centre Reports

1. Go to **Gateway of Tally > Display > Statement of Accounts > Cost Centres**.



Note: Set the option **Maintain cost centres** to **Yes** in **F11: Features**. Refer Cost Centres , Cost Categories and Job Costing for more information.

To know more, click the links below:

- [Cost Category Summary](#)
- [Cost Centre Vouchers](#)
- [Cost Centre Break-up](#)
- [Ledger Break-up of a Cost Centre](#)
- [Group Break-up of a Cost Centre](#)