

Before You Begin

Back up your company data first

Take a complete backup of your Tally company data before installing.

In Tally Prime: Gateway of Tally > Company > Backup

TallyUtility writes vouchers directly into your company. A backup is the only way to undo a bulk push if something is set up wrongly.

You will need:

- Tally Prime installed and running on the same computer
- Windows 10 or 11
- An internet connection for licence activation
- `TallyUtility_Setup.exe` from the download bundle

Step 1 · Connect Tally to TallyUtility

TallyUtility reads your books directly from Tally Prime on this computer, through the connection Tally itself provides. Switch it on once.

In Tally Prime go to: F1: Help > Settings > Connectivity > Client/Server configuration

Set these three:

Setting	Set it to
TallyPrime acts as	Both
Enable ODBC	Yes
Port	9000 — the port in TallyUtility's Tally URL

Using a different port

If another program already uses port 9000, pick any free port here and enter the same number in TallyUtility under Settings > Tally URL — for example `http://localhost:9001`. The two must match.

Accept with Ctrl+A, and restart Tally Prime if it asks you to.

Step 2 · Install TallyUtility

1. Run TallyUtility_Setup.exe and follow the installer.
2. Start Tally Prime and open your company.
3. Launch TallyUtility. The status bar reads "Connected to Tally" when it can see your company.

Tally Prime must already be running before you launch TallyUtility.

Nothing needs to be loaded into Tally. If an earlier version had you add TU_TallyUtilityApp.TDL, it can stay or be removed — TallyUtility no longer uses it.

Step 3 · Activate your licence

Licences are issued from the website and tied to one computer. You can start a free 15-day trial yourself, or redeem an activation code if you have purchased.

Find your Machine ID

In TallyUtility go to **Settings** > **Manage license**. Your Machine ID is 16 characters long and uses only 0–9 and A–F. Copy it exactly.

Get your licence key

1. Open <https://tallyutility.in/register.html>
2. Paste your Machine ID and enter your email address.
3. Choose **Free trial** for 15 days, or **I have a code** and enter the activation code from your purchase email.
4. Click "Get my licence key". Your key and expiry date appear on the page.
5. Copy the key, return to **Settings** > **Manage license**, paste it and save.
6. Restart TallyUtility. You are activated.

Where your key goes

Your key appears on the page and is also emailed to the address you entered, so a closed tab is not a lost licence. Copy it from either.

A licence is issued once per machine. If you change computers, or need a renewal after expiry, contact support rather than submitting the form again.

Step 4 · Your books on your phone

Your licence includes the Analyst web app — party ledgers, outstanding and collections on your phone, readable with no signal once a company has been sent. There is nothing extra to buy and no second password to keep.

Send a company from the computer

1. In TallyUtility open **Web App**.

2. Under **Advanced**, set a **Key** for your phone. Your books are locked with this key before they leave the computer. Until one is set, nothing is sent.
1. Add the company you want, then run a **Full sync**. The book is packed and uploaded when the sync finishes. After that, **Sync changes** keeps it current.

Open it on the phone

1. Go to `app.tallyutility.in` in the phone's browser.
2. Sign in with the same email address your licence is registered to. A six-digit code is emailed to you — it signs you in, and it is not your licence key.
3. Download the company. It is then held on the phone and opens without a connection.
4. Add it to the Home Screen when the phone offers, so it opens like an app rather than a page.

The phone reads a copy and never writes back to Tally. Sending a company is done from the computer, so nothing on the phone can alter your books.

Updates

When a new version is released, TallyUtility shows an "Update Available" banner. Click "Update Now" and the app downloads and verifies the installer before running it. If verification fails, download the update from `tallyutility.in` instead.

Support

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WhatsApp	+91 80763 50865
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