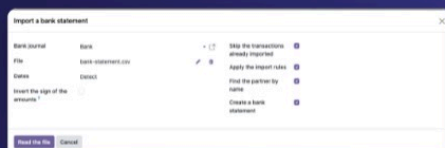


Bank Statement Import

A guide to the bank statement import: the file and its columns, the check, duplicates, import rules, statements and balances, and access rights.

1. Start here

In plain words: Your bank gives you a file and you type its lines into Odoo. **Bank Statement Import** brings the transactions of a **CSV**, **Excel** or **OFX** file into a bank journal of Odoo Community: the columns are found by their headers, every transaction is **checked** before anything is created, the ones already imported are **skipped**, the **partner** is matched by name, and **rules** choose the counterpart account from the label.



Choose the file

17 transactions 10 new 4 already imported 3 with errors in 16,825.00 Out 9 16,825.00						
New Date	Label	Reference	Partner	Account	Amount	Status
9 Oct 1	Transfer from Bank of America - Transf...	TFP-00110	Bank of America	6100000000000000	\$ 4,000.00	Imported
9 Oct 2	Office rent October	1045-1042		6100000000000000	\$ -1,000.00	Imported
9 Oct 3	Card payment - Small Shop	902-0021		6100000000000000	\$ -80.40	Imported
9 Oct 5	Transfer from Bank of America - Transf...	TFP-00110	Bank of America	6100000000000000	\$ 2,000.00	Imported
9 Oct 6	Electricity bill September	000-0001		6100000000000000	\$ -41.75	Imported
9 Oct 7	Monthly account fee	000-1001		6100000000000000	\$ -25.00	Imported
10 Oct 8	Transfer from Bank of America - Transf...	TFP-00110	Bank of America	6100000000000000	\$ 1,000.00	Imported
11 Oct 9	Internet and phone - October	000-0004		6100000000000000	\$ -100.00	Imported
12 Oct 12	Balance October	000-1010		6100000000000000	\$ -16,825.00	Imported
13 Oct 13	Transfer from Bank of America - Transf...	TFP-00110	Bank of America	6100000000000000	\$ 5,120.00	Imported
14 Oct 14	Card payment - Office Shop	902-0008		6100000000000000	\$ -245.10	Imported

Every transaction checked

Date	Label	Partner	Counterpart account	Amount	Balance	Status
09/10	Bank of America		6100000000000000	\$ 4,000.00	\$ 4,000.00	Imported
09/10	Office rent October		6100000000000000	\$ -1,000.00	\$ 3,000.00	Imported
09/10	Card payment - Small Shop		6100000000000000	\$ -80.40	\$ 2,919.60	Imported
09/10	Transfer from Bank of America - Transf...		6100000000000000	\$ 2,000.00	\$ 4,919.60	Imported
09/10	Electricity bill September		6100000000000000	\$ -41.75	\$ 4,877.85	Imported
09/10	Monthly account fee		6100000000000000	\$ -25.00	\$ 4,852.85	Imported
09/10	Transfer from Bank of America - Transf...		6100000000000000	\$ 1,000.00	\$ 5,852.85	Imported
09/10	Internet and phone - October		6100000000000000	\$ -100.00	\$ 5,752.85	Imported
09/10	Balance October		6100000000000000	\$ -16,825.00	\$ -11,072.15	Imported
09/10	Transfer from Bank of America - Transf...		6100000000000000	\$ 5,120.00	\$ -5,952.15	Imported
09/10	Card payment - Office Shop		6100000000000000	\$ -245.10	\$ -6,197.25	Imported

Imported, with accounts

Choose the file, the check of every transaction, and the imported transactions with their accounts.

Tip: Import the same file twice and nothing is added twice: the module knows what it has already imported.

2. What you get

Feature	What it does
CSV, Excel, OFX	Files .csv (comma, semicolon or tab), .xlsx, .xls and .ofx (also .qfx).
Columns found for you	By their headers, in English and Arabic: date, label, reference, partner, amount, or debit and credit. Lines before the header (account number, period) are ignored.
Any date and number format	31/12/2026, 12/31/2026, 2026-12-31, 31 Dec 2026, Excel dates; 1,250.50, 1.250,50, (45.00), 45.00-.
A check first	Each transaction is New, Duplicate or in Error, with the reason; the totals of money in and out.
No duplicates	Transactions already in the journal are skipped, even when you import an overlapping file or when they were typed by hand.
A bank statement	Optional: with the starting and the ending balance, taken from the OFX file or from the last statement of the journal.
Partners	Matched by name when the name is unique.
Import rules	If the label contains a text or matches an expression, set the partner and the counterpart account: the transaction is posted to the right account at once.
Bank Transactions	A list of the transactions of your bank journals, with the counterpart account (Odoo Community has none).
Arabic	Everything is translated and works right to left.

3. Requirements

Item	Details
Odoo	19.0 (Community or Enterprise)
Apps needed	Invoicing (<code>account</code>)
License	OPL-1 (Odoo Proprietary License v1.0)

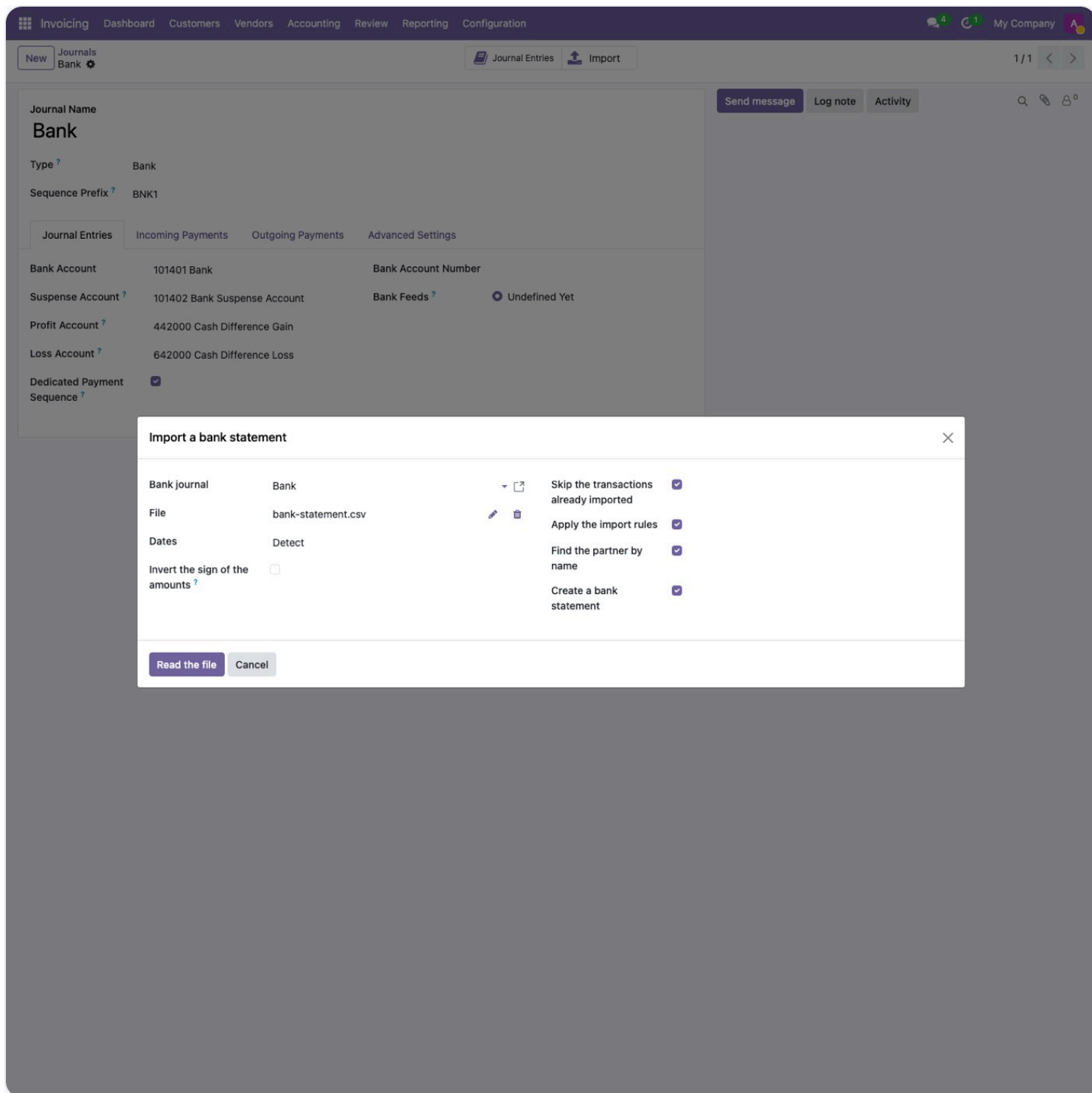
4. Install

- 1 Unzip the package. Inside is `taqnix_bank_statement_import.zip` ; unzip it to get the folder `taqnix_bank_statement_import` .
- 2 Copy the folder into one of the `addons_path` folders of your Odoo server and restart Odoo.
- 3 Log in as an administrator, activate **Developer mode**, open **Apps** and press **Update Apps List**.
- 4 Remove the "Apps" filter, search **Bank Statement Import (CSV, Excel, OFX)** and press **Install**.

```
# or from the command line
./odoo-bin -c odoo.conf -d YOUR_DATABASE -i taqnix_bank_statement_import --stop-after-init
```

5. Import a file

In plain words: Open the bank journal (**Invoicing** → **Configuration** → **Journals**) and click **Import**, or use **Accounting** → **Transactions** → **Import Bank Statement**. Choose the file, then click **Read the file**.



The wizard on the bank journal, with the file chosen.

Option	Meaning
Dates	Detect, or day first, month first or year first for a file where it cannot be told.
Invert the sign of the amounts	For a file where money out is positive.
Skip the transactions already imported	On by default.
Apply the import rules	Sets the partner and the account from your rules.
Find the partner by name	Searches the contacts for the name in the file.
Create a bank statement	Groups the transactions in a statement with its balances.

6. Check, then import

In plain words: The columns found are shown: change a name if a column was not found, and click **Read again**. Each transaction is marked **New**, **Duplicate** (already in the journal) or **Error** (a date that is not a date, an amount that is not a number: the row of the file is given).

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Search

Link

0

New

Journals

Bank

Journal Name

Bank

Type ?

Sequence Prefix ?

Journal Entries

Bank Account

Suspense Account ?

Profit Account ?

Loss Account ?

Dedicated Payment Sequence ?

Bank journal

Bank

File

bank-statement.csv

Dates

Detect

Invert the sign of the amounts ?

☐

Skip the transactions already imported

☒

Apply the import rules

☒

Find the partner by name

☒

Create a bank statement

☒

Statement name

bank-statement

Starting balance

\$ 3,763.60

Ending balance

\$ 1,196.40

COLUMNS OF THE FILE

Date column

Date

Amount column ?

Label column

Description

Debit column ?

Withdrawal

Reference column

Reference

Credit column ?

Deposit

Partner column

Name

17 transactions

12 new

4 already imported

1 with an error

In: \$ 15,825.50

Out: \$ 14,629.10

Row	Date	Label	Reference	Partner	Account	Amount	State	Message	
4	Oct 1	Transfer from Northwind Clinic - invoice...	TRF-88120	Northwind...		\$ 4,800.00	Duplicate		
5	Oct 2	Office rent October	CHQ-1042		610200 Rent	\$ -3,200.00	Duplicate		
6	Oct 3	Card payment - Shell Station	POS-5521			\$ -86.40	Duplicate		
7	Oct 5	Transfer from Contoso Labs - invoice I...	TRF-88177	Contoso L...		\$ 2,250.00	Duplicate		
8	Oct 6	Electricity bill September	DD-3301		610100 Utilities (...)	\$ -412.75	New		
9	Oct 7	Monthly account fee	FEE-1007		610300 Bank ch...	\$ -25.00	New		
10	Oct 8	Transfer from Blue Bay Hotel - invoice ...	TRF-88251	Blue Bay ...		\$ 1,980.00	New		
11	Oct 9	Internet and phone - October	DD-3344		610400 Telecom ...	\$ -189.00	New		
12	Oct 12	Salaries October	PAY-1012			\$ -9,450.00	New		
13	Oct 13	Transfer from Pixel Agency - invoice I...	TRF-88302	Pixel Agen...		\$ 3,120.00	New		
14	Oct 14	Card payment - Office Depot	POS-5598			\$ -243.15	New		
15	Oct 15	Transfer from Skyline Travel - invoice I...	TRF-88340	Skyline Tr...		\$ 1,575.50	New		
16	Oct 16	Insurance premium Q4	DD-3390		610500 Insurance	\$ -640.00	New		
17	Oct 19	Transfer from Northwind Clinic - invoice...	TRF-88411	Northwind...		\$ 2,100.00	New		
18	Oct 20	Fuel card statement	DD-3412		610600 Fuel	\$ -318.60	New		
19	Oct 21	Water bill	DD-3420		610100 Utilities (...)	\$ -64.20	New		
20						\$ 896.40	Error	The date Total is not valid.	

Read again

Import

Cancel

17 rows read: 12 new, 4 already imported, 1 with an error (the totals line of the file).

In plain words: When it is right, click **Import**. The list of the imported transactions opens.

Invoicing Dashboard Customers Vendors Accounting Review Reporting Configuration							41My Company	
Imported transactions ⚙							1-12 / 12 <>	
☐	Date	Label	Partner	Counterpart account	Amount	Statement	Journal	⚙
☐	Oct 21	Water bill		610100 Utilities (electricity, water)	\$ -64.20	bank-statement	Bank	
☐	Oct 20	Fuel card statement		610600 Fuel	\$ -318.60	bank-statement	Bank	
☐	Oct 19	Transfer from Northwind Clinic - invoice INV/2026/0440	Northwind Clinic	101402 Bank Suspense Account	\$ 2,100.00	bank-statement	Bank	
☐	Oct 16	Insurance premium Q4		610500 Insurance	\$ -640.00	bank-statement	Bank	
☐	Oct 15	Transfer from Skyline Travel - Invoice INV/2026/0436	Skyline Travel	101402 Bank Suspense Account	\$ 1,575.50	bank-statement	Bank	
☐	Oct 14	Card payment - Office Depot		101402 Bank Suspense Account	\$ -243.15	bank-statement	Bank	
☐	Oct 13	Transfer from Pixel Agency - invoice INV/2026/0431	Pixel Agency	101402 Bank Suspense Account	\$ 3,120.00	bank-statement	Bank	
☐	Oct 12	Salaries October		101402 Bank Suspense Account	\$ -9,450.00	bank-statement	Bank	
☐	Oct 9	Internet and phone - October		610400 Telecom and internet	\$ -189.00	bank-statement	Bank	
☐	Oct 8	Transfer from Blue Bay Hotel - invoice INV/2026/0420	Blue Bay Hotel	101402 Bank Suspense Account	\$ 1,980.00	bank-statement	Bank	
☐	Oct 7	Monthly account fee		610300 Bank charges	\$ -25.00	bank-statement	Bank	
☐	Oct 6	Electricity bill September		610100 Utilities (electricity, water)	\$ -412.75	bank-statement	Bank	
					\$ -2,567.20			

The imported transactions, with their partner and the counterpart account chosen by the rules; the others wait on the suspense account.

7. The columns of the file

Column	Headers recognised	Notes
Date	Date, Transaction date, Booking date, Value date, التاريخ	Required.
Amount	Amount, Value, المبلغ	Positive for money in, negative for money out.
Debit, Credit	Withdrawal, Debit, Money out / Deposit, Credit, Money in	Used when there is no Amount column: credit minus debit.
Label	Description, Details, Narrative, Memo, البيان	The label of the transaction.
Reference	Reference, Ref, Cheque no, Transaction id, المرجع	Goes to the reference of the entry.
Partner	Name, Payee, Beneficiary, Counterparty, الاسم	Matched with your contacts.

Tip: If your headers are different, type their names in the Columns of the file area and read the file again.

8. Import rules

In plain words: Invoicing → Configuration → Accounting → Bank Import Rules. A rule says: when the label (or the partner, or the reference) *contains / starts with / is / matches the expression*, set the **partner**, the **account** or both. The first rule that matches wins, by sequence.

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My Company

A

New

Bank Import Rules

Search...

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☐	Name	Look in	When it	Text	Direction	Set the partner	Set the account	
☐	Electricity and water	the label	matches the regular expression	electricity water bill	Money out only		610100 Utilities (electricity, water)	
☐	Rent	the label	contains	rent	Money out only		610200 Rent	
☐	Bank charges	the label	contains	account fee	Money out only		610300 Bank charges	
☐	Telecom	the label	contains	internet and phone	Money out only		610400 Telecom and internet	
☐	Insurance	the label	contains	insurance	Money out only		610500 Insurance	
☐	Fuel	the label	contains	fuel	Money out only		610600 Fuel	

Rules that send the electricity bill, the rent, the bank fees, the telephone, the insurance and the fuel to their expense accounts.

Field	Meaning
Look in	The label, the partner name, the reference, or any of them.
When it	Contains, starts with, is, or matches a regular expression.
Direction	Money in only, money out only, or both.
Journals	Limit the rule to some bank journals.
Set the account	The counterpart of the transaction, instead of the suspense account. A receivable or payable account needs a partner.

9. How duplicates are found

File	How
OFX	By the transaction identifier of the bank (FITID): a transaction is never imported twice.
CSV, Excel	By the date, the amount and the label, counted: if the file has two coffees of 4.50 on the same day and the journal has one, one is new. Transactions typed by hand are compared too.

Tip: To import everything anyway, untick Skip the transactions already imported.

10. The statement and its balances

In plain words: With **Create a bank statement**, the transactions go in a statement named after the file. The **ending balance** is the one of the OFX file, or the starting balance plus the transactions; the **starting balance** is the ending balance of the last statement of the journal. Both can be changed before importing.

11. Who can do what

Who	Can
Accountants	Import bank statements and see the rules.
Account managers	Also create and change the import rules.
Other users	No access.

12. Arabic and right to left

My Company

اللوحة الرئيسيةلوحة البياناتالمصالحالموردينالمحاسبةمراجعةإعداد التقاريرالتقارير

1/1

استيراد كشف حساب بنكي

تجاهل الحركات المستوردة سابقاً

ملحق قواعد الاستيراد

ابحث عن الشريك بالاسم

أنشئ كشف حساب بنكي

bank-statement

اسم الكشف

الرصيد الافتتاحي

الرصيد الختامي

\$ 3,763.60

\$ 1,196.40

يومية البنك

الملف

التواريخ

اعكس إشارة المبالغ

اسم الكشف

الرصيد الافتتاحي

الرصيد الختامي

أعمدة الملف

عمود التاريخ

عمود البيان

عمود المرجع

عمود الشريك

17 حركات

12 جديدة

4 مستوردة سابقاً

1 خطأ

الداخل: \$ 15,825.50

الخارج: \$ 14,629.10

الصف	التاريخ	البيان	المرجع	الشريك	الحساب	المبلغ	الحالة	الرسالة	إجراءات
4	١ أكتوبر	...thwind Clinic - invoice INV/2026/0412	TRF-88120	...ind Clinic		\$ 4,800.00	مكرر		
5	٢ أكتوبر	Office rent October	CHQ-1042		Rent 610200	\$ -3,200.00	مكرر		
6	٣ أكتوبر	Card payment - Shell Station	POS-5521			\$ -86.40	مكرر		
7	٥ أكتوبر	...ontos Labs - invoice INV/2026/0398	TRF-88177	...toso Labs		\$ 2,250.00	مكرر		
8	٦ أكتوبر	Electricity bill September	DD-3301		...y, water) 610100	\$ -412.75	جديد		
9	٧ أكتوبر	Monthly account fee	FEE-1007		... charges 610300	\$ -25.00	جديد		
10	٨ أكتوبر	...lue Bay Hotel - invoice INV/2026/0420	TRF-88251	... Bay Hotel		\$ 1,980.00	جديد		
11	٩ أكتوبر	Internet and phone - October	DD-3344		... internet 610400	\$ -189.00	جديد		
12	١٢ أكتوبر	Salaries October	PAY-1012			\$ -9,450.00	جديد		
13	١٣ أكتوبر	... Pixel Agency - invoice INV/2026/0431	TRF-88302	...el Agency		\$ 3,120.00	جديد		
14	١٤ أكتوبر	Card payment - Office Depot	POS-5598			\$ -243.15	جديد		
15	١٥ أكتوبر	...kyline Travel - invoice INV/2026/0436	TRF-88340	...line Travel		\$ 1,575.50	جديد		
16	١٦ أكتوبر	Insurance premium Q4	DD-3390		Insurance 610500	\$ -640.00	جديد		
17	١٩ أكتوبر	...thwind Clinic - invoice INV/2026/0440	TRF-88411	...ind Clinic		\$ 2,100.00	جديد		
18	٢٠ أكتوبر	Fuel card statement	DD-3412		Fuel 610600	\$ -318.60	جديد		
19	٢١ أكتوبر	Water bill	DD-3420		...y, water) 610100	\$ -64.20	جديد		
20						\$ 896.40	خطأ	التاريخ غير صالح.	

إلغاء

استيراد

اقرأ مجتداً

The check in an Arabic interface.

13. Limits

Limit	Detail
Reconciliation	Odoo Community has no bank reconciliation screen. The transactions are posted to the suspense account, or to the account of a rule: reconcile them with your own process.
One currency	The amounts are in the currency of the journal; foreign currency columns are not read.
Formats	CSV, Excel and OFX. Other formats (MT940, CAMT, QIF) are not read.
Up to 20000 rows	In one file.
First sheet	Only the first sheet of an Excel file is read.

14. For developers

In plain words: Skip this chapter if you only use the module.

```
wizard = env['taqnix.bank.import'].create({'journal_id': journal.id, 'file': base64_content})
wizard.action_read()
wizard.line_ids.mapped('state')
wizard.action_import()
```

15. Troubleshooting

Problem	What to do
The columns of the file were not found	The first row needs a Date column and an Amount column (or Debit and Credit): rename the headers, or type the column names.
Dates are wrong (day and month swapped)	Choose the order of the dates instead of Detect.
Amounts have the wrong sign	Tick Invert the sign of the amounts.
Everything is Duplicate	The file was already imported; untick Skip the transactions already imported to import it again.
I cannot see the menu	You need the Accountant access right.

16. Updating and removing

Replace the folder with the new version, restart Odoo and run `-u taqnix_bank_statement_import`. Your transactions, statements and rules are kept.

17. Support

Installation help and bug fixes are included for 6 months, with lifetime updates. Contact us through the marketplace page where you bought the module or write to **support@taqnix.com** with your Odoo version and a screenshot.

Changelog

1.0.0 – Initial release

- Import bank transactions from CSV, Excel and OFX files into a bank journal
- Columns found by their headers (English and Arabic), any date and number format
- Check before the import, duplicates skipped, partners matched by name
- Import rules that set the partner and the counterpart account
- Optional bank statement with balances; a Bank Transactions list; Arabic translation; automated tests