



Interior Designer's Chart of Accounts Guide



Introduction

Interior design and accounting? Not the most glamorous pairing — but hey, numbers can be beautiful (especially when they help you make more money). At DesignFiles, we're all about making your workflow smoother, which includes helping you keep your books in order!

We've pulled together this easy-breezy chart of accounts to keep your financial reports as polished as your design boards — and the best part? **It's fully compatible with QuickBooks® Online (QBO).**

REVENUE

–

COGS

=

GROSS PROFIT

And trust us — knowing this number is a game-changer.

What's COGS, Anyway?

COGS (Cost of Goods Sold) = all direct expenses that go into delivering your beautiful design.

This includes things like materials, shipping, trade labor — basically anything you spend to bring your vision to life.

Why use this chart?

- Organized accounts = smarter decisions
- Quick access to your Cost of Goods Sold (COGS)
- Easier tax time for you and your accountant
- Made specifically for interior designers

✦ Pro Tips for Accounting Success

Think of your accountant like your project manager for your money — they help keep things running behind the scenes so your business looks amazing up front.

- ✓ Hire a pro who understands interior design + QBO
- ✓ Use your reports to track trends, project profits, and smart pricing
- ✓ Stay consistent with how you record income + expenses

The better your books, the more confidently you can scale your business.

Setting Up Your QuickBooks Chart of Accounts

Use this guide to map your DesignFiles accounts to the QuickBooks Online Chart of Accounts.

Legend	Category	Account Name	Type / Details
R	Revenue	Sales of Product Income	Income / Sales of Product Income
R	Revenue	Service & Design Fee Income	Income / Service Fee Income
R	Revenue	Shipping, Freight & Delivery Income	Income / Other Income
C	Revenue	Purchase Order Expenses	COGS / Supplies & Materials
C	Cost	Shipping, Freight & Delivery Cost	COGS / Shipping & Delivery
L	Liability	Accounts Payable (Purchase Order)	Accounts Payable
L	Liability	Customer Retainers	Other Current Liabilities / Trust Accounts
L	Liability	Payable Bank Account	Accounts Payable / Bbank Account
L	Liability	Credit Card Payable	Accounts Payable / Credit Card

Other Accounts (Managed in QuickBooks)

These accounts are used in QuickBooks Online for scenarios that are managed outside of DesignFiles.

Legend	Category	Account Name	Type / Details
C	Cost	Service & Design Fee Costs	COGS / Cost of Labor
L	Liability	Sales Tax Paid to Vendor	Other Current Liabilities
C	Cost	Sales Tax Paid to Vendor	COGS / Supplies & Materials
C	Cost	Reimbursable Expense Cost	COGS / Other Costs of Services
C	Cost	DesignFiles Trans. Fee Collected	COGS / Other Costs of Services
L	Liability	Sales Tax Payable	Sales Tax Payable

Note: If you file taxes on the cash basis, map retainers to "Unapplied Income".