

Xero Excel Formulas Cheatsheet

All 11 XO Report custom functions — signatures, returns, copy-paste examples.

xo-report.com — install XO Report from AppSource or the Xero App Store to use these formulas in Excel.

XO.ORG

XO.ORG()

RETURNS

Table of all connected organizations (Org ID + Org Name).

```
=XO.ORG( )
```

Spills a two-column table into the cell — reference A2 in other formulas to use the first org.

XO.COA

XO.COA(org_id, [include_archived])

RETURNS

12-column Chart of Accounts table for the organization (Active accounts by default).

```
=XO.COA(A2)
```

Active accounts for the org in A2. Pass 1 as the second argument to include archived accounts.

XO.CONTACTS

XO.CONTACTS(org_id, [include_archived])

RETURNS

7-column contacts table (Active contacts by default).

```
=XO.CONTACTS(A2)
```

Active customers and suppliers for the org in A2. Pass 1 to include archived contacts.

XO.TRACKING

XO.TRACKING(org_id, [include_archived])

RETURNS

6-column table of tracking categories and their options (Active by default).

```
=XO.TRACKING(A2)
```

One row per option — useful for cross-checking your tracking taxonomy before filtering balances.

XO.TAXRATES

XO.TAXRATES(org_id, [include_deleted])

RETURNS

6-column tax-rate table (Active rates by default).

```
=XO.TAXRATES(A2)
```

All Active tax rates with their type code and percentage. Pass 1 to include deleted rates.

XO.CURRENCIES

XO.CURRENCIES(org_id)

RETURNS

4-column currency table for multi-currency orgs.

```
=XO.CURRENCIES(A2)
```

Every currency code enabled on the org — useful for FX conversion lookups.

XO.BALANCE

XO.BALANCE(org_id, account, start_date, end_date, [category1], [option1], [category2], [option2])

RETURNS

Single account balance. P&L accounts return activity between dates (d 365 days); Balance Sheet accounts return the balance as of end_date.

```
=XO.BALANCE(A2, "4000", C1, D1)
```

Revenue for account 4000 in the period defined by cells C1 (start) and D1 (end). Signs are auto-adjusted so normal balances are positive.

XO.LACCOUNT

XO.LACCOUNT(org_id, account_code, property)

RETURNS

A single property of a GL account (0 = name, 1 = type, 2 = class, 3 = status, 4 = description, 5 = taxType).

```
=XO.LACCOUNT(A2, "4000", 0)
```

Looks up the account name for code 4000. Pass 2 to get the account class (ASSET / LIABILITY / REVENUE / EXPENSE / EQUITY).

XO.LITEM

XO.LITEM(org_id, item_code, property)

RETURNS

A single property of an inventory item (0 = name, 1 = description, 2 = price, 3 = status).

```
=XO.LITEM(A2, "WIDGET-001", 0)
```

Item-code match is case-insensitive. Pass 2 to get the sales unit price for variance reports.

XO.BUDGET

XO.BUDGET(org_id, budget_name, account, start_date, end_date)

RETURNS

Budget amount summed for the account over the date range. Returns 0 when no budget data exists for the period.

```
=XO.BUDGET(A2, "Overall Budget", "4000", C1, D1)
```

Pair with =XO.BALANCE to build budget-vs-actual variance tables. Xero budgets cover P&L accounts only.

XO.PROFIT

`XO.PROFIT(org_id, start_date, end_date, [category1], [option1], [category2], [option2])`

RETURNS

Net income from the P&L report for the date range. Positive = profit, negative = loss, zero = break-even. Date range d 365 days.

```
=XO.PROFIT(A2, C1, D1)
```

Single-cell bottom line — ideal for dashboard KPIs. Add tracking category + option pairs to slice by region or department.