

On Letter Head

Date:

M/s. Shanker & Kapani
CHARTERED ACCOUNTANT
NTC House, 2nd floor
Narottam Morarjee Marg
Ballard Estate, Mumbai – 400 038

Dear Sir,

We forward herewith the final accounts of XYZ PRIVATE LIMITED for the financial period ended 31st March ___ duly authorized and approved by the Board of Directors of the Company at their meeting held on _____ for your report thereon, in this connection.

I confirm, to the best of our knowledge and belief, the following representations:

1. I had taken proper and sufficient care for the maintenance of adequate accounting records in accordance with the provisions of applicable laws, for safeguarding the assets of the concern and for preventing and detecting fraud and other irregularities;
2. I have prepared the annual accounts on a going concern basis
3. I have made available to you all:
 - a) Financial records and related data.

ACCOUNTING POLICIES

4. The accounting policies which are material or critical in determining the results of operations for the year or financial position are set out in the financial statements and are consistent with those adopted in the financial statements for the previous year. The financial statements are prepared on accrual basis.

NON CURRENT ASSETS, LOANS AND ADVANCES AND OTHER CURRENT ASSETS

5. The Bank Balance Rs. _____/- is taken correct in the financial statements. In the opinion of the Management the assets have a value on realisation in the ordinary course of the business which is at least equal to the amount at which they are stated in the balance sheet.
6. Fixed asset verification has been conducted by the management and no asset is obsolete.
7. None of the inventories have been declared obsolete.

Trade Receivables

8. I confirm that Trade Receivables of Rs. _____/- are considered good and fully recoverable.

LIABILITIES

9. I have recorded all known liabilities in the financial statements.
10. I confirm that to the best of our knowledge and belief all outstanding liabilities (including those for Income Tax, Wealth Tax, Sales Tax, Goods and Service Tax, Value Added Tax, and other taxes and duties where applicable) and outstanding income and assets unless otherwise discussed by way of notes have been provided for in the accounts.
11. All known, actual or possible non-compliance with laws and regulations, together with the actual or contingent consequences, which may arise there from, the effects of which should be considered while preparing financial statements, have been disclosed to you.
12. I have disclosed in notes to the financial statements all guarantees, whether written or oral, under which I am contingently liable that I have given to third parties and all other contingent liabilities.
13. I confirm that there are no legal cases or other disputes pending against or instituted by us, which would give rise to any liability other than those which have been disclosed in the accounts.
14. The following have been properly recorded or disclosed in the financial statements:
 - a) Significant estimates and material concentrations known to management are disclosed properly.

PROVISIONS FOR CLAIMS AND LOSSES

1. Provision has been made in the accounts for all known losses and claims of material amounts.

EVENTS SUBSEQUENT TO BALANCE SHEET

2. There have been no events subsequent to the balance sheet date which require adjustment of or disclosure in, the financial statements or notes thereto.

PROFIT AND LOSS ACCOUNT

3. Except as disclosed in the financial statements, the results for the year are not materially affected by:
 - a) Transactions of a nature not usually undertaken by us;
 - b) Circumstances of an exceptional or non-recurring nature;
 - c) Charges or credits relating to prior years;
 - d) Changes in accounting policies.
4. I confirm that no personal expenses other than those incurred under contractual obligations of accepted business practices have been incurred by us and charged to the Statement of Profit & Loss for the year ended 31st March _____.
5. I confirm that travelling and conveyance expenses relate to business trips.
6. I confirm that the general entertainment, Business Promotion and other miscellaneous expenses incurred at Office and elsewhere are genuine and solely for business purposes.

GENERAL

7. There have been no irregularities involving management or employees who have a significant role in the system of internal control that could have a material effect on the financial statements.
8. The financial statements are free of material misstatements, including omissions.
9. I have complied with all aspects of contractual agreements that could have a material effect on the financial statements in the event of non-compliance. There has been no non-compliance with requirements of regulatory authorities that could have a material effect on the financial statements in the event of non-compliance.
10. I have no plans or intentions that may materially affect the carrying value or classification of assets and liabilities reflected in the financial statements.
11. There have been no communications from regulatory agencies regarding non-compliances or deficiencies in financial reporting practices.
12. I am not aware of any violations or possible violations of law or regulations whose effect should be considered for disclosure in the accounts or as a basis for recording a loss or contingency.
13. There has been no:
 - a) Fraud involving management or employees who have significant roles in internal control.
 - b) Fraud involving others that could have a material effect on the financial statements.
14. As certified by the assessee, no property, being share of a company not being a company in which the public are substantially interested, has been received without consideration or for inadequate consideration as referred to in section 56(2)(viiia) during the previous year. As no entries for any such transaction have been passed through the books of account of a proprietary concern subject to audit u/s 44AB, it is

not possible for us to verify the same. Reliance is placed on the certificate issued by the assessee

15. The assessee maintain that no adjustment is required u/s 43CA as the value adopted for levy of stamp duty is far higher to the market value. The assessee has duly made representation to that effect to District registration office thane & has requested in reduction of value for levy of stamp duty vide letter dated _____ the outcome for of which is awaited.

Yours faithfully,

XYZ
