

OFFICE OF THE M.G.ROAD - S.D.ROAD: Begumpet, Telangana

Form GST ADT - 01

[See Rule 101(2)]

Reference No: ZD360424037386B

Date: 20/04/2024

To,

GSTIN: 36ABCFM6774G2ZZ

Name: MODI REALTY (MIRYALAGUDA) LLP

Address: 5-4-187/3 AND 4, M.G ROAD, SECUNDERABAD, TGRAN, 500003

Period-F.Y.(s): 2020-2021 to 2020-2021

NOTICE FOR CONDUCTING AUDIT

Whereas it has been decided to under take audit of your books of account and records for the financial year(s) 2020-2021 to 2020-2021 in accordance with the provisions of section 65. I propose to conduct the said audit at My Office on 07/05/2024.

And where as you are required to:-

- (i) afford the undersigned the necessary facility to verify the books of account and records or other documents as may be required in this context, and
- (ii) furnish such information as may be required and render assistance for timely completion of the audit.

You are hereby directed to attend in person or through an authorized representative on 07/05/2024(date) at O/o AC (ST), M.G. Road-S.D. Road Circle, 4th Floor, Pavani Prestige Complex, Ameerpet, Hyderabad.(place) before the undersigned and to produce your books of account and records for the aforesaid financial year(s) as required for audit.

List of records/Documents required to be produced/Remarks:-

Purchase/Sales statements along with Original Invoice copies and Debit/Credit Notes issued or received along with Audited Financial statements for the audit period and also a detailed list of required documents is herewith attached to this notice.

Please refer to the attached Annexure for the details of records required to be produced.

1. LIST OF DOCUMENTS REQUIRED BY DEPARTMENT.pdf

In case of failure to comply with this notice, it would be presumed that you are not in possession of such books of account and proceedings as deemed fit may be initiated as per the provisions of the Act and the rules made there under against you without making any further correspondence in this regard.

Signature: VENKATESHWAR RAO
SHERI

Name: VENKATESHWAR RAO SHERI

Designation: State Tax Officer

List of records and documents required / to be produced.

- 1) Trading, Profit & Loss A/C and Balance Sheets
- 2) Trial Balance (In case the Tax Payers are more than one GSTIN)
- 3) Notes to Accounts
- 4) Tax Audit Report
- 5) Cost Audit report (In case it is maintained)
- 6) If GSTR-9C is not submitted for the period then Trial Balance for the RTP having above mentioned GSTIN (It is applicable where the RTP has multiple GSTIN)
- 7) Statement of Income tax TDS
- 8) List of HSN/SAC of the goods or services or both in respect of the business dealt in by the Tax Payer.
- 9) Reconciliation statement in respect of Form GSTR 9, GSTR 1 and GSTR 3B suppliers list with GSTIN (where applicable)
- 10) Ledger accounts of the suppliers in respect of inward supplies
- 11) Statement of outward supplies (Party wise and POS wise) (with Invoice Number & date, commodity name, HSN Code, Taxable Value and Tax)
- 12) Statement of inward supplies Invoice wise (with Invoice Number & date, date of receipt of the goods, commodity name, HSN Code, Taxable Value and Tax) for which tax period / payable in RCM (along with Soft copy in MS Excel).
- 13) Statement of outward supplies for which tax is payable in RCM by the recipient.
- 14) Purchase Invoices for verification.
- 15) Bank statement for the period under Audit.
- 16) Stock register
- 17) Other documents and records as applicable as provided in Section 35 of the Acts and the Rules made.