

SOHAM MODI
14/11/2024
APPROVED BY

21	Accounts	Quarterly	Minutes books of Pvt Ltd & LLPs – scanned copy of minutes book to be sent.	Accts. Mngr	NA	NA	30 th	NA
22	Accounts	Quarterly	RERA quarterly report	Accountant			30 th	Satyamurayana
23	Accounts	Yearly	ROC filings – Details of documents filed with ROC & date of filing	Accts. Mngr	30th Sept	30th Aug	5 th Oct	NA
24	Accounts	Yearly	Tax returns filed - audit cases	Accts. Mngr	30th Sept	30th June	5th Oct	NA
25	Accounts	Yearly	GST annual return - 9 & 9C	Accts. Mngr	30th Sept	30th June	5th Oct	NA
26	Accounts	Yearly	Tax returns - individuals/non-audit cases	Accts. Mngr	31st July	31st May	5th Aug	NA
27	Accounts	Yearly	Scrutiny submission details - Income tax	Accts. Mngr	30th Sept	NA	5th Oct	NA
28	Accounts	Yearly	Service tax litigation - consolidated statement	Accts. Mngr	NA	NA	15 th Apr	NA
29	Accounts	Yearly	VAT litigation - consolidated statement	Accts. Mngr	NA	NA	15 th Apr	NA
30	Accounts	Yearly	GST litigation - consolidated statement	Accts. Mngr	NA	NA	15 th Apr	NA
31	Accounts	Yearly	IT refunds consolidated statements	Accts. Mngr	NA	NA	15 th Oct	NA