

Department of Value Added Tax

Form DVAT 37

(See Rule 46 of the Dadra & Nagar Haveli Value Added Tax Rules, 2005)

Reference No << Reference Number >>DNH/XYZ/123

<< Date >>01/01/2015

To

___VIJAY PATEL___ (Name of the dealer)

___SILVASSA___ (Address of the dealer)

___26000000001___ (Registration Number of the dealer)

Notice for Audit of Business Affairs

Whereas I am satisfied that an audit of your business affairs as a dealer is required to be undertaken for the period
___2014___ to ___2015___.

You are hereby directed to attend at ___SILVASSA___ (place) on ___01/01/2015_10:00AM_ (date and time) and produce/ cause to be produced the books of accounts and all evidence on which you rely in support of returns filed by you (including tax invoices, if any) and in addition produce or cause to be produced the following documents:

1. Cash Book
2. Ledger
3. Sales Register
4. Purchase Register
5. Sales Bills,
6. Purchase Invoice,
7. Stock Register.
8. Balance Sheet.
9. Proof Of High Sea Sales.
10. Proof Of Export Sales,
11. DEPB Sales,
12. Stock Transfer Details if any,(Form O f certificate of Audit of Accounts) & Statutory forms.

Please take note that in the event of your failure to comply with this notice; the audit of the business affairs for the instant period would be made to the best of my judgment, without any further notice.

(Signature)

Proprietor

(Designation)

Silvassa

(Place)

01/01/2015

(Date)

Department of Value Added Tax

Note: Please quote your Registration No. while communicating with the Dadra & Nagar Haveli VAT Department in this matter or in any other matter whatsoever.