

To
Mr. S.Basak
Director (Finance)
The Institution of Engineers (India)
8, Gokhale Road,
Kolkata-700020

Date: 25 JUN 2015

Centre Name:

I.E.I. KOLHAPUR

Sub: Annual Closing Returns for the year ended 31.3.2015

Ref: Your letter number FN-1201/CAC/14-15 dated 2nd Mar 2015

Dear Sir,

With reference to the abovementioned letter, please find the following documents enclosed (Check List) as per your Format:

Mandatory to be attached		Mandatory to be signed & stamp			
S. N	Items	Attachment Format	Auditors Seal & signature	Chairman Signature	Hon. Secretary signature
1	Balance sheet	As per last Year	✓	✓	✓
2	Income & Expenditure A/C	As per last Year	✓	✓	✓
3	Audit Report	Annexure- I	✓		
4	Annexure to Audit Report	Annexure- II	✓		
5	Cash Flow Statement	Annexure- III	✓	✓	✓
6	Details of addition/deletion of Fixed Assets	Annexure- IV	✓	✓	✓
7	Details of Loans and Advances, breakup, Advances require any Provisions.	Annexure- V	✓	✓	✓
8	Schedule of various grant, Amount received from H.Q	Annexure- VI	✓	✓	✓
9	Schedule- 1(Fixed assets)	Schedule-1	✓	✓	✓
10	Schedule- 2(Investments)	Schedule-2	✓	✓	✓
11	SCHEDULE-3 (SERVICE TAX)	SCHEDULE - 3	✓	✓	✓
12	SCHEDULE-4 (T.D.S)	SCHEDULE - 4	✓	✓	✓
13	All others Schedules linked with Accounts	As per last Year	✓	✓	✓

Mandatory to be filled up

1	Name of the Audit Firm	RAMESH K CHANDAWARKAR (PROPRIETOR)
2	Complete postal address of the Firm	904/2 ANKUSH PARK CHAVAN MALA RAMAN
3	Firm Registration Number	027737 MALA BEHIND NEW PALACE KOLHAPUR 416005
4	Telephone Number of the Firm	9822840047
5	Fax number of the Firm	-
6	E-mail number of the Firm	rameshchandawarkar@gmail.com
7	1.Name of the signing partner : 2. Personal E-mail address of partner 3. Mobile Number of the partner 4.Membership Number of the partner	1. — NA — 2. — NA — 3. — NA — 4. — NA —

Thanking you,

Yours faithfully,
[Chairman/Hon. Secretary]
..... State/Local centre

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