


# AI IN TAX AUDIT

CA Rahul S Dharne



## **Appointment Letter:**

Prepare an Appointment Letter in the name of Auditor with Firm Name and Address to be given by Assessee with full name of him/her with his firm and designation for the attached in files.



## Communication with Previous Auditor

Prepare a Letter for Communication with Previous Auditor As per the guidelines issued by ICAI in this regards addressed to XYZ & Co, Ahmednagar and signed by the Auditor with Firm of Assessee with full name of his the Tax Audit Report as per the files.



## Audit Engagement Letter

Prepare a detailed Audit Engagement Letter in the name of Assessee with full name of him/her with his firm and designation to be given by Auditor with Firm Name and Address for the Tax Audit Report as per the details & formats given attached in files.





# Management Representation letter

Prepare a Management Representation letter for Tax Audit Report as per the Guidance Note issued by the ICAI and comments raised in the Tax Audit Report and take key financial figures as and when required such as cash & stock at the year end. For reference use the format of Management Representation letter provided in the attached files.



## CASH BALANCE CERTIFICATE

Prepare a Certificate of CASH BALANCE to be given to Auditor for Tax Audit as per the Guidance Note issued by the ICAI from Assessee. Mention that the cash as on financial year end is verified and certified by Assessee.



## STOCK CONFIRMATION LETTER

Prepare a Certificate of Valuation of Inventory to be given to Auditor for Tax Audit as per the Guidance Note issued by the ICAI from Assessee. Mention that the stock as on financial year end is verified, valued and certified by Assessee.

## CERTIFICATE FOR CASH PAYMENT

Prepare a Certificate to be given by assessee to Auditor comments in Tax Audit Report as For Clause 21(d)(B) of 3CD - The assessee has not made any payments exceeding Rs.10000/- in cash (Except as reported). For Clause 31(a) and (c) of 3CD - It was not possible for us to verify the deposits or loans accepted or repaid by the cheque or draft of Rs.20000/- or more

## CERTIFICATE U/S 40A(2)(b)- RELATED PARTY

Prepare a Certificate u/s 40A(2)(b)- Related Party transactions for the Tax Audit Report as per the details attached in files.