



Sandeep P Parekh & Co

Company Secretaries

B-410,BSEL Tech Park, Opp Vashi Railway Station, Sector 30A,Vashi,Navi Mumbai-400705

Name of Team Member (SPPC): _____	Name of Client _____
Date of visit: _____	Contact Person Name (Company): _____
Period of Audit : _____ / _____ / _____ to _____ / _____ / _____	

Audit Detail

Documents / Details Verified	Remark/Audit Observation	Action Required	Person responsible

SPPC Team Member Sign

Company's Authorized Persons' name & sign

Director's name & sign