

Checklist of Non Audited cases of Business

Sr. No.	Checklist	
1	Opening Balance Verification	
2	Verification of Sales Vs – GSTR 1 Vs GSTR-3B Debtors	
3	Verification of Purchase Vs – GSTR 2A Vs 3B Vs Creditors	
4	Bank Deposits	
5	Preparation of All Bank Summary	
6	Direct- FD or Direct payment to Loan	
7	<i>Verification of actual Drawings</i>	
	Items to be verified	
	1	Foreign Trip
	2	Share Purchase
	3	MF Purchase
	4	Foreign Educational Expense
	5	Vehicle purchases > INR 3 Lakh
	6	Immovable property – purchases > INR 10 Lakh
	7	Credit Card payment > INR 3 Lakh
	8	Insurance payment > INR 3 Lakh
	9	Standard practice -90% of Net Profit be Drawings
	10	Cash deposits in one or more accounts other than a current account and time deposit of a person

	11	One or more time deposits (other than renewed time deposit of another time deposit) of a person
	12	Cash receipt for sale, by any person, of goods or services of any nature
8	<i>Deciding Gross receipt for 44 AD - Higher of the Following</i>	
	Check the following	
	1	Sales as per GSTR 3B
	2	Sales as per 26 AS
	3	Total Bank Deposit
	4	As per AIS/TIS
9	Unusual / Exceptional Items in the Records	
	Particulars	
	1	Credits in Bank Statement
	2	Credits in Capital A/c
	3	Excess of personal expense over the Income
10	Transaction with related parties	
11	Expense of a Mediclaim of any Family dependent member & handicapped	
12	Reverse calculation of purchase from ITC as per 2A & checked with Purchase	