

(To be typed on the Firm's letterhead and submitted to the Chief Executive Officer.)

To,  
The Chief Executive Officer,  
Janaseva Sahakari Bank Ltd., Hadapsar Pune.,  
Plot No 14 Hadapsar Industrial Estate,  
Hadapsar, Pune-411013.

Dear Sir,

**Sub: Application for empanelment as Concurrent Auditors in Your Bank**

We are submitting our application for empanelment as concurrent Auditor's in your Bank

We enclose herewith our firm's profile for your perusal.

Thanking You,  
Yours faithfully,

Name of the firm

Encl.- 1. Application Form for empanelment as Concurrent Auditor  
3. Profile of the Firm with Details  
4. Copy of the registration /membership no.

**Application Form**

1	Name of the Audit firm	
2	Constitution of firm	
3	Registered Address of the firm	
4	Email ID of Firm	
5	GST No of Firm	
6	PAN No of the Firm	
7	Details of proprietor/Partners of the firm with Contact Details with years of Experience	

8	Firm Registration Number and date of Registration with ICAI	
9	Registration No (UCN)and date of registration with RBI	
10	Empanelment code with Registrar of Co-op Societies	
11	CAG Empanelled No	
12	MEF No (Multipurpose empanelment firm No)	
13	Name of partner / audit staff having CISA/DISA certificate	
14	Number of Staff Employed by the Firm along with their years of Experience a. Qualified (CA, ICWA, etc. ) b. Semi Qualified c. Article d. Ex-Bankers e. Others	
15	Areas of Professional Work	
16	Bank Audit Experience a. Concurrent Audit b. Internal Audit of Dept. c. Statutory Audit d. Stock Audit e. Information System Audit	No of Years