

Information about client's company¹

I. Name and seat of the company						
Name.....						
Address.....						
Phone No			Fax No.....			
Legal form						
Date of establishment/change of the legal base						
The department responsible for the choice of auditor.....						
II. Scope of activity						
.....						
.....						
III. Basic information concerning the potential of the company¹						
Year	Amount				Value	
	Employment	Suppliers	Receivers	Documents	Net sale	Costs
2010
2011 (est.)
IV. Works on the internal settlement, which belong to the company						
Name and location						
.....						
Shares in subsidiaries <i>yes/no</i> amount						
and associated companies <i>yes/no</i> amount						
V. Structure of the company's assets						
Current assets		Fixed assets		Total assets		
Assets under construction			Tax reductions			
VI. Stock-taking – last/planned – dates						
Goods for resale		Raw materials		Fixed assets.....		
VII. Matters at issue						
Amount		Kind of matter				
VIII. Tax inspection						
Last inspection - date			Limitations.....			
IX. Financial statement						
Last examination for the period			Limitations.....			
Present examination for the period.....			Consolidated/Summary statement <i>yes/no</i>			
X. Chief accountant						
Name and surname or name of the accounting office.....						
Work practice in the company						
Name and surname of the person who drew up the questionnaire.....						Date

¹ If the company owns the self-balancing units, the questionnaire should be copied and filled in separately for each unit.