

**\*Please attached email by PDF, when you send FS to Japanese or clients. (some points also attach evidence \*Ex, Invoice)**

Assign date					
Name	Bam	Ammy	Toei	Eiw	
Month	PIC1	Cross check	Senior	leader (responsibility)	Leader check date
Jan-23	✓	✓	✓	✓	
Feb-23	✓	✓	✓	✓	24-Mar-23
Mar-23	✓	✓	✓	✓	29-Mar-23

**\*if gross profit ratio is abnormal, please recheck sales, purchase, end of inventory and so on.**

Mar-23			
	Branch1	Branch2	ALL
TOTAL SALES	3,460,135.00		3,460,135.00
TOTAL COST OF GOOD SOLD	3,040,917.42		3,040,917.42
GROSS PROFIT	419,217.58	-	419,217.58
<b>GROSS PROFIT RATIO</b>	<b>12.1%</b>	<b>0.0%</b>	<b>12.1%</b>

\*If expense which happen every month similar amount is abnormal or did not record, pelase carefully to check. (such as rental fee, accounting fee, Depreciation and so on)  
(Please select expense by Senior staff)

5200-12  
5200-13  
5310-01  
5310-03  
5310-09  
5320-07  
5320-13  
5320-14  
5320-15  
5330-01  
5330-05  
5330-06  
5360-05  
5360-06  
5360-13

**\*If abnormal expense happened, please describe below**


**4. We have already checked the bank statement with GL.**

Acc code	Accounting name	GL	Statement	Dif
1112-01	BBL-C/A 101-3-46645-1	461,945.79	461,945.79	-
1112-02	Sumitomo Mitsui C/A 101-0-07080-0	1,732,483.73	1,732,483.73	-
1113-01	BBL-S/A 101-8-92385-2	1,310,178.66	1,310,178.66	-
1113-02	Sumitomo Mitsui S/A 201-0-07080-1	16,644,833.08	16,644,833.08	-
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				-

**5. We have already checked the client income report with GL.**

[illegible]