Audit report checklist

SAMPLE - PRDJ & Associates

[ ] Read the opinion paragraph: clean, or with remarks?

[ ] Mark which observations need a written reply

[ ] Agree a date for your replies

[ ] Check every agreed correction is in the final accounts

[ ] Check related-party disclosures are complete

[ ] Ask what would make next year's audit smoother

General information only. Write to the firm before acting on it.