

Form No. ADT-2

Application for removal of auditor(s) from his/their office before expiry of term  
[Pursuant to section 140(1) of the Companies Act, 2013 and rule 7(1) of the Companies (Audit and Auditors) Rules, 2014]



Form language

☒ English ☐ Hindi

Refer instruction kit for filing the form.

All fields marked in \* are mandatory

Company's Details

1 \*Corporate Identity Number (CIN)

2 (a) \*Name of the company

(b) \*Address of the registered office of the company

(c) \*Email ID of the company

3 (a) \*Details of the grounds for seeking removal of auditor

(b) \*Whether the accounts have been qualified during last three years

☐ Yes

☐ No

☐ Not Applicable

(c) If yes, give details

(d) \*Details of opportunity given to auditor concerned for being heard

(e) \*Whether any civil/criminal proceedings are pending between the company and the concerned officers?

☐ Yes

☐ No

(f) If yes, give details

4 Auditor’s details

4 (a) \*Specify the SRN of relevant form filed for appointment of the auditor

(b) \*Date of appointment of the concerned Auditor (DD/MM/YYYY)

(c) \*Category of Auditor

☐ Individual

☐ Auditor’s firm

(d) \*Membership number of the auditor

(e) Firm Registration Number

(f) Period for which the auditor was appointed

\*From (DD/MM/YYYY)

\*To (DD/MM/YYYY)

5 \*Whether any special notice has been received for removal of Auditors

☐ Yes ☐ No

(a) If yes, mention the date of receipt of notice (DD/MM/YYYY)

(b) Percentage of capital held by the members giving such notice or percentage of the number of members in case of company limited by shares/guarantee

6 \*Whether all due audit fee has been paid to the concerned Auditors

Yes ☐ No ☐

(a) If no, mention the amount of arrears

7 Details of other services been rendered by such Auditors to the company

8 \*Pendency of Audit i.e. number of financial years for which audit is pending

9 Stage of accounts of the company for each of such financial year which is yet to be approved by the Board or approved by the Board but yet to be handed over to auditors or approved by the Board, handed over to auditors but audit not yet completed or audit completed, draft report not yet given by the auditors

(a)	(b)	(c)
Financial year end date (DD/MM/YYYY)	State of accounts	Particulars

Add Row

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10 \*Whether there is any dispute with regard to the Books of Accounts in the possession of Auditors but not delivered back to the company

☐ Yes ☐ No**Attachments**

(a) \*Details of the grounds for seeking removal of auditor

Max 2 MB

Choose

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(b) \*Proof of service to the defending/ responding auditor

Max 2 MB

Choose

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(c) Optional attachment(s) - if any

Max 2 MB

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**Declaration**

I am authorised by the Board of Directors of the Company vide resolution no\*  dated (DD/MM/YYYY)\*  to sign this form and declare that all the requirements of Companies Act, 2013 and the rules made thereunder in respect of the subject matter of this form and matters incidental thereto have been complied with.

I also declare that all the information given herein above is true, correct and complete including the attachments to this form and nothing material has been suppressed.

\* To be digitally signed by

DSC BOX

\* Designation

(Director/Manager/Company Secretary/CEO/CFO)

\* Director identification number of the director; or DIN or PAN of the Manager or CEO or CFO; or Membership number of the Company Secretary

Save

Submit

**Note: Attention is drawn to provisions of Section 448 and 449 of the Companies Act, 2013 which provide for punishment for false statement/certificate and punishment for false evidence respectively.**

*For office use only:*

eForm Service request number (SRN)

eForm filing date (DD/MM/YYYY)

**Digital signature of the authorising officer**

This eForm is hereby approved

This eForm is hereby rejected

Date of signing (DD/MM/YYYY)

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