Financial Year-End Closing Checklist

Close the books cleanly before 31 March so audit and return filing run smoothly.

Accounts

- [ ] Reconcile bank, loan and credit-card statements
- [ ] Confirm balances with major debtors and creditors
- [ ] Count and value closing stock
- [ ] Pass depreciation, prepaid, outstanding and provision entries

Tax

- [ ] Reconcile TDS in books with Form 26AS
- [ ] Check GST ITC with GSTR-2B and annual return data
- [ ] Assess whether tax audit applies and plan advance-tax balance

Records

- [ ] Update fixed asset register
- [ ] Compile loan sanction letters and ledger confirmations
- [ ] Archive vouchers and bills with a proper index

General information only, prepared by SK Wealth Tax Advisor as of November 2026. Rules change - confirm on the official portal or with a qualified professional before acting. This is not legal or tax advice.