

Asset Reconciliation Statement

Entity Name: ABC Corporation Pvt. Ltd.
Reporting Period: 01-Apr-2023 to 31-Mar-2024
Prepared By: John Doe
Reviewed By: Jane Smith
Date of Reconciliation: 05-Apr-2024

Asset Reconciliation Summary

Asset Category	Book Value (as per Ledger)	Physical Count / Actual Value	Variance	Remarks
Plant & Machinery	₹ 1,500,000	₹ 1,500,000	₹ 0	OK
Computers & IT Equipment	₹ 350,000	₹ 345,000	₹ -5,000	1 laptop missing, under investigation
Furniture & Fixtures	₹ 120,000	₹ 120,000	₹ 0	OK
Vehicles	₹ 700,000	₹ 700,000	₹ 0	OK
Total	₹ 2,670,000	₹ 2,665,000	₹ -5,000	

Summary & Sign-off

Observations: Overall assets tally with ledger records, except 1 missing laptop in IT Equipment. Investigation initiated.

Prepared By (Signature): _____

Reviewed By (Signature): _____

Date: 05-Apr-2024

Important Notes:

- Asset reconciliation helps ensure that physical assets match records and prevent misstatement or loss.
- Any discrepancies must be explained and corrective action taken immediately.
- Supporting documentation should be retained for audit purposes.
- Regular periodic reconciliation is recommended to ensure asset integrity.