Siddhivinayak Accounting Services

ACCOUNTING SERVICES

Expert Accounting | Society Audits | Co-operative Consulting

Kalyan (W) • PCMC–Pune

97685 64494 / 70589 11991

siddhiacs2025@gmail.com

SIDDHIVINAYAK ACCOUNTING SERVICES

Specialist accounting, audit and compliance support for co-operative housing societies built for cleaner records and audit-ready reporting.

SOCIETY ACCOUNTING

STATUTORY

COMPLIANCE ADVISORY

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FOR MANAGING COMMITTEES
Housing Society Services

WHO WE ARE

Committee-ready Finance, Month After Month

Siddhivinayak Accounting Services combines government-panel standing with a practical monthly operating rhythm for co-operative housing societies: clear billing, reconciled books, complete records and a defensible audit trail.

01
Society-first specialisation
Workflows built around maintenance bills, member ledgers, statutory registers, AGM records and Registrar expectations.

02
Monthly discipline
Records are kept current through billing, receipts, bank reconciliation and committee-ready reporting.

03
Audit-ready documentation
Vouchers, ledgers, statements and registers are organised so audit questions can be answered quickly.

04
Committee support
A single accountable partner for routine queries, compliance coordination and society-specific guidance.

350+

HOUSING SOCIETIES SERVED

PROPRIETOR

Shri Sudhakar D. Patil

Professional accountant, government-empanelled co-operative auditor and administrator.

Positioning informed by public housing-society accounting/audit service benchmarks and Maharashtra co-operative audit requirements.

WHY CHOOSE A SPECIALIST

Society Finance Breaks When Records, Billing and Audit Work in Silos

Managing committees need confidence that every rupee billed, collected, spent and reported can be traced, especially when members ask questions or the statutory audit window approaches.

MEMBER TRUST

Billing disputes become committee disputes

Unclear dues, delayed receipts and inconsistent penalties create avoidable friction with residents.

RECORD HYGIENE

Year-end cleanup creates audit pressure

Missing vouchers, unreconciled bank entries and late ledgers slow down audit finalisation.

GOVERNANCE

Committee transitions expose weak handovers

New office bearers need reliable registers, statements and prior-period trails, not informal spreadsheets.

COMPLIANCE

Registrar and AGM work needs evidence

Forms, registers, financial statements and audit rectifications must be ready in the right sequence.

Our operating answer

Close society books on a monthly rhythm.

Keep billing transparent and traceable.

Prepare audit evidence before audit begins.

Support committees with practical guidance.

THE POINT Better accounting is not only entry work, but also a control system for collections, expenses, member confidence and statutory readiness.

SERVICE ARCHITECTURE

A Single Operating Calendar Connects Billing, Books, Audit and Compliance

Instead of treating accounting, audit and forms as separate tasks, Siddhivinayak runs them as one society-finance cycle with clear monthly outputs and statutory closure points.

01

Set up records

Members, flats, opening balances, bill heads, registers and prior-period documents.

02

Bill and collect

Maintenance bills, QR receipts, email records and outstanding tracking.

03

Reconcile books

Cash, bank, vouchers and ledgers are checked every month.

04

Report to committee

Collections, expenses, balances and exceptions are summarised.

05

Complete audit

Statements, registers and evidence are prepared for statutory audit.

06

Support compliance

Registrar letters, election support, resolutions and submissions.

WHAT SOCIETIES RECEIVE

Reliable outputs

Month-end pack

Bills, receipts, collections, expenses and bank status.

Audit file

Vouchers, registers, statements and final report readiness.

Compliance trail

Forms, letters, resolutions and committee documentation.

Monthly Accounting Built to Prevent Year-end Surprises

Accurate books, member-friendly billing and committee visibility every month.

1. **Bill** — Maintenance bills generated by flat and bill head.
2. **Receipt** — QR-code payment references and email receipt records.
3. **Reconcile** — Cash, bank and member entries matched to ledgers.
4. **Review** — Outstanding, expense and balance exceptions flagged.
5. **Archive** — Registers and audit evidence stored for closure.

Maintenance bills

Online and hard-copy formats as required.

Member registers

Bill register, dues ageing, penalties and receipt trails.

Committee view

Collections, expenses, bank position and pending issues.

COMMITTEE VALUE

Less friction, faster decisions

Transparent dues
Members can see what was billed, received and outstanding.

Cleaner handovers
New committee members inherit organised records.

Audit readiness
Monthly discipline reduces annual audit pressure.

Monthly scope can be adapted to the society's billing frequency and document availability.

Statutory Audit Creates Committee Defensibility

A complete audit trail, from vouchers to final report, helps the committee demonstrate financial stewardship and respond to member or Registrar queries.

AUDIT AREA	WHAT WE VERIFY	COMMITTEE VALUE
Cash & bank vouchers	Receipts, payments, bank entries and supporting documents.	Clear trace from transaction to approval and ledger posting.
Ledger & journal	Member ledgers, expense heads, adjustments and year-end entries.	Fewer unresolved audit queries and cleaner statements.
Statutory registers	I, J, share, nomination, investment and fixed-asset registers.	Records remain inspection-ready and handovers improve.
Financial statements	Income & expenditure statement, balance sheet and schedules.	AGM papers are clearer and easier to approve.
Audit report	Formal audit report, observations and rectification support.	Issues are documented with a practical action trail.

4

Months after financial year close

Section 81 audit framing in Maharashtra emphasises timely audited statements and statutory audit completion through approved or panel auditors.

We organise the evidence file before the audit so finalisation is not delayed by missing records.

Source context: Maharashtra Co-operative Societies Act, 1960, Section 81; Maharashtra Co-operative Societies Rules, 1961. Scope and timelines should be applied as per current competent-authority requirements.

ONE-TIME AND CUSTOM WORK

Custom Engagements Convert Committee Issues into Documented Workstreams

Beyond routine monthly accounting and statutory audit, societies often need targeted support when records are incomplete, ownership changes, recoveries, or compliance questions become urgent.

WORKSTREAM 01

Record clean-up

- Opening balances and member ledger correction
- Receipt, voucher and bank reconciliation gaps
- Prior-year audit observations and file readiness

WORKSTREAM 02

Committee support

- AGM-ready finance summaries and schedules
- Billing head rationalisation and arrears review
- Management answers to member finance queries

WORKSTREAM 03

Compliance coordination

- Registrar-facing records and statutory registers
- Audit support packs for handover or transition
- Society-specific issue notes and action lists

Best fit: one-time clean-up, transition support, audit preparedness or a defined compliance issue requiring specialist attention.

HOW WE RUN IT

Define the issue, fix the file, leave a usable trail.

Every custom scope is converted into a clear checklist, responsibility owner and documentation output so the committee can close the matter with confidence.

- **Agree scope and source documents**
- **Prepare schedules, registers and notes**
- **Hand over committee-ready evidence pack**

TRANSPARENT PRICING

Transparent Rates Make Committee Approval Easier

Simple per-flat pricing keeps the proposal easy to discuss, while final scope stays aligned to society size, record quality and competent-authority requirements.

AC

Monthly Accounting

₹25

PER FLAT / MONTH

Monthly billing, accounting support, receipts and regular ledger upkeep.

AU

Statutory Audit

₹100

PER FLAT / YEAR

Audit support and reporting as per co-operative rules and applicable scope.

ON

One-time Set-up

₹3,000

ONE-TIME ONLY

First-time data feeding, onboarding and member master setup.

Easy approval

Rates are simple enough to place before a committee.

Scope clarity

Special work is estimated separately.

No hidden model

Routine, one-time and custom work are separated.

IMPORTANT NOTE

Audit charges and statutory work should be applied as per competent co-operative authority rules. Custom engagements are quoted separately.

LET'S WORK TOGETHER

Move Society Finance from Reactive Bookkeeping to Audit-ready Control

Start with a short committee discussion: we review billing, member records, ledgers and prior audit observations, then recommend the right monthly and statutory support model.

STEP 01

Records review

Member data, bill heads, ledgers, receipts, bank statements and prior audit papers.

STEP 02

Scope proposal

Monthly accounting, audit readiness and compliance needs are mapped to a clear service plan.

STEP 03

30-day transition

Set-up, billing rhythm, reconciliation cadence and committee reporting are brought into routine.

Next move: Schedule a committee meeting and share the latest ledger, bank statement and previous audit report.

CONTACT

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PHONE

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EMAIL

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sudhakarpatil62@yahoo.in

COMMITTEE-READY FINANCE