

TAKO PROFESSIONAL SERVICES LIMITED
SAMPLE AUDITOR'S REPORTS ORDER FORM

Buyer Information

Company name	
Contact person	
E-mail address	
Contact telephone	

Order Details

Item	Book	No. of copies	Unit price	Amount
Z1610	Sample Auditor's Reports on financial statements of Unlisted Entities for the reporting period ending on or after 15 December 2016		HK\$ 1,200.00	HK\$
Total				

Instructions

1. This form is effective from 1 March 2017 and is solely used for the purchase of above item.
2. Please complete the Buyer Information table and Order Details table.
3. Please issue a cheque payable to **Tako Professional Services Limited** with a sum equal to the total amount shown in Order Details table. Post-dated cheque and cash are not acceptable.
4. Please send this order form together with the cheque to **Room 2203, Tung Wai Commercial Building, 109-111 Gloucester Road, Wanchai, Hong Kong.**
5. The sample auditor's report will be sent to the buyer within 5 working days by e-mail. No hardcopy are offered to buyers. Buyers who like to have a hardcopy of the sample auditor's report should print the documents themselves.
6. For all enquiries, please send e-mail to promotion@takopro.com.hk or call Ms. Catherine Wong at 28646166 during office hour.

Terms and conditions

1. Please provide complete and accurate information. Incomplete and inaccurate information may preclude delivery of the sample auditor's report on time.
2. All orders are irrevocable. No refund will be accepted after payment.
3. The Seller reserves the right to accept the order.
4. All damaged goods are replaceable within SEVEN days after delivery.
5. Buyer information will be subject to the protection of Personal Data Privacy Ordinance. All information will be destroyed within 30 days after completion of order.

For office use

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