



# Audit Bureau Of Circulations

Founder Member : International Federation of Audit Bureaux of Certification  
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29<sup>th</sup> March, 2017

## C I R C U L A R

To,

**All Publisher Members & Empanelled Audit Firms**

Dear Sir,

**Sub: Withdrawal of earlier exemptions granted due to  
demonetization of Rs. 500/- and Rs.1,000/- currency notes**

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We refer to Bureau's circular dated 5<sup>th</sup> December 2016 informing all publisher members about keeping in abeyance certain provisions of Bureau's audit guidelines due to demonetization of Rs. 500/- and Rs.1,000/- currency notes which came into force in November 2016.

At the recent meeting of the Bureau's Council of Management, it was decided to **withdraw all exemptions with effect from 1<sup>st</sup> April 2017** which were earlier granted to all publisher members due to demonetization of Rs. 500/- and Rs. 1,000/- currency notes.

Accordingly, all publisher members would be required to follow all Bureau's audit guidelines as laid down from time to time and available on Bureau's website under "Guide to ABC Audit".

All publisher members who had earlier availed of the benefit of **not deducting** outstanding copies for which payment was NOT received upto 31<sup>st</sup> December 2016 corresponding to the audit period July-December 2016 **cannot avail of the benefit of ADD BACK** of those copies for the audit period January-June 2017 for which payments would now have been received after 1<sup>st</sup> January 2017.

Similarly, all publisher members who **had earlier deducted outstanding copies** for which payments were not received upto 31<sup>st</sup> December 2016 corresponding to the audit period July-December 2016 **would be entitled to avail of the benefit of add back of such copies** for the audit period January-June 2017 provided payments for those copies have been received after 1<sup>st</sup> January 2017.

The deduction of copies on account of outstanding **as on 30<sup>th</sup> June 2017** to be done as per existing Bureau's audit guidelines.

All publisher members and respective audit firms are requested to complete the attached form and submit the same alongwith the check-list for each edition/printing centre when audited circulation figures are submitted to the Bureau for the audit period January-June 2017.

Should you desire to seek any further information, please do not hesitate to contact the Secretariat.

Secretary General

Encl: Proforma



[attachment with circular dated 29th March 2017]

SUMMARY OF AVERAGE CIRCULATION FIGURES								
NAME OF PUBLICATION _____, EDITION/PRINTING CENTRE _____								
No. of publishing days _____								
		2017					(copies)	
		January Average	February Average	March Average	April Average	May Average	June Average	Total Average
<b>Print Order</b>	<b>(A)</b>							
<b>Sales</b>	<b>(B)</b>							
Agency Sales								
Cash Sales								
Subscription								
Institutional Sales								
Others (Please specify)								
	<b>Total (B)</b>							
<b>Additions</b>	<b>(C)</b>							
<b>ADD BACK</b> (only for those copies which were earlier deducted as outstanding copies in the previous audit period July-December 2016)								
Any Other								
	<b>Total (C)</b>							
<b>Deductions (PI specify)</b>	<b>(D)</b>							
(i) unsolds								
(ii) Returns								
(iii) Payments not received (outstanding copies)								
(iv) Others								
(v)								
	<b>Total (D)</b>							
<b>Qualifying Sales (E = B+C-D)</b>								

Signature and stamp of the Publisher/Authorised Signatory

Stamp & Signature of the Auditor