



Credence Redefined Services Pvt Limited
L3/60 ,MBM Silver Towers ,Acharya Vihar,
Bhubaneswar, Odisha-751013

Physical Verification Questionnaire

Date of Initiation :	Case Reference No:	Component ID :
Candidate name :		
Name of the Company :		
Address & Contact Number:		

Status of verification	<input type="checkbox"/> Verified	<input type="checkbox"/> Verified Discrepancy	<input type="checkbox"/> Unable to Verify	<input type="checkbox"/> Insufficient Address
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Date of site visit :
Area of Site Visit : Commercial <input type="checkbox"/> Residential <input type="checkbox"/>
Was the Target Address found? (A) Yes <input type="checkbox"/> (B) No <input type="checkbox"/>
Was the Target Company found at the given address? (A) Yes <input type="checkbox"/> (B) No <input type="checkbox"/>

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A. Details to be filled if Company and Address found

(1) Was the company name board sighted? (A) Yes (B) No

(2) Company Details:

(a) Since when does the company exist at the given address?

(b) Nature of the Business

(c) Total Strength of Employees informed:

(d) Number of Employees observed:

(e) Number of Computers Observed:

(3) Respondent Details:

(a) Name and Designation of the Person met with (HR/Recruitment Officer/Manager/CEO) :

(b) Since when is the Person associated with the company?

(c) Is the Person aware of the candidate? (A) Yes (B) No

(d) Have the HR / Owner / Admin / Accountant authenticated documents? (A)Yes (B) No

(e) In case the Person is not the HR /Owner/ Admin / Accountant, please specify the reason why information/ verification was taken from him/ her.

(4) Additional remarks:

***As photographs are compulsory please furnish the following,**

1-Photograph of the Building

2-Photograph of the Company Board (Target Company)

3-Verification Report

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