

# Letter of Acknowledgment

Date: [Insert Date]

[Your Name]

[Your Title]

[Your Organization]

[Organization Address]

[City, State, Zip Code]

[Recipient's Name]

[Recipient's Title]

[Recipient's Organization]

[Organization Address]

[City, State, Zip Code]

Dear [Recipient's Name],

We would like to acknowledge receipt of the internal controls compliance review report conducted by [Name of Review Team or Auditor] on [Date of Review]. We appreciate the insights provided and the efforts made to ensure the integrity of our operations.

The findings and recommendations outlined in your report have been reviewed by our board, and we are committed to addressing each item with the urgency it deserves. We value your expertise and guidance in enhancing our internal controls.

We look forward to implementing the suggested improvements and appreciate your ongoing support and partnership in this process.

Thank you once again for your thorough review and guidance.

Sincerely,

[Your Name]

[Your Title]

[Your Organization]