

Request for Board Director Review of Internal Controls

Date: [Insert Date]

[Board Director's Name]

[Board Director's Title]

[Company Name]

[Company Address]

Dear [Board Director's Name],

I hope this message finds you well. As part of our ongoing commitment to maintaining effective governance and risk management practices, I am writing to formally request a review of our internal controls.

Given the current challenges and changes we face in the industry, it is essential that we ensure our internal controls are robust and capable of effectively mitigating risks. I believe your expertise and insight will greatly benefit this process.

We propose to conduct this review during the upcoming board meeting scheduled for [insert date]. Your guidance will be invaluable in assessing areas of potential improvement and ensuring compliance with regulatory standards.

Thank you for considering this request. I look forward to your affirmative response and to discussing this matter further.

Sincerely,

[Your Name]

[Your Title]

[Your Company]