

Company Name

Address Line 1
Address Line 2
City, State, Zip Code
Phone Number
Email Address

Date: [Insert Date]

To Whom It May Concern,

We are pleased to provide our audited financial statements for the fiscal year ending [Insert Year]. These financial statements have been prepared in accordance with generally accepted accounting principles (GAAP) and have been audited by [Auditor's Firm Name].

The enclosed financial statements include:

- Balance Sheet
- Income Statement
- Cash Flow Statement
- Notes to the Financial Statements

We confirm that these financial statements are accurate and complete to the best of our knowledge and serve to comply with tax regulations. Should you have any questions or require additional information, please do not hesitate to contact us.

Thank you for your attention.

Sincerely,

[Your Name]
[Your Position]
[Company Name]

Enclosures: Audited Financial Statements