

Royalty Audit Clarification Request

Date: [Insert Date]

To: [Recipient's Name]

[Recipient's Title]

[Company Name]

[Company Address]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to request clarification regarding the calculations used in the recent royalties audit conducted for the period of [Insert Period]. We appreciate the efforts put into the audit and would like to ensure that all figures are accurate and fully understood.

Specifically, we have some questions regarding the following areas:

- Calculation methodologies used for revenue recognition.
- Details on any deductions applied to gross revenue.
- Clarification on the calculation of net royalties payable.

Please provide a detailed breakdown of the calculations and any supporting documentation for our review. Your assistance in this matter will help us address any discrepancies and ensure a transparent process moving forward.

Thank you for your attention to this matter. We look forward to your prompt response.

Best regards,

[Your Full Name]

[Your Position]

[Your Company Name]

[Your Contact Information]