

Royalties Audit Findings Clarification

Dear [Recipient's Name],

We hope this message finds you well. Following our recent audit of the royalties associated with [specific project or account], we would like to clarify some of the findings to ensure mutual understanding and transparency.

Audit Findings Summary

- Finding 1: [Brief description of finding 1]
- Finding 2: [Brief description of finding 2]
- Finding 3: [Brief description of finding 3]

Clarification Details

For each finding, we have provided further details below:

Finding 1: [Title of Finding 1]

Clarification: [Detailed explanation of finding 1 and its implications]

Finding 2: [Title of Finding 2]

Clarification: [Detailed explanation of finding 2 and its implications]

Finding 3: [Title of Finding 3]

Clarification: [Detailed explanation of finding 3 and its implications]

Next Steps

We recommend scheduling a meeting to discuss these findings in detail and address any questions or concerns you may have. Please let us know your availability for the coming week.

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

Sincerely,

[Your Name]

[Your Position]

[Your Company]

[Your Contact Information]