

Sustainability Assurance Engagement Letter

Date: [Insert Date]

[Client's Name]

[Client's Address]

[City, State, Zip Code]

Dear [Client's Name],

We are pleased to confirm our engagement to provide sustainability assurance services as part of your green certification processes. This letter outlines the scope, objectives, and terms of our engagement.

Scope of Engagement

We will review and verify the sustainability reports and practices submitted, ensuring compliance with [specify standards/certifications]. Our services will include:

- Assessment of sustainability goals and performance metrics.
- Verification of data accuracy and reliability.
- Stakeholder engagement and feedback analysis.

Objectives

The primary objectives of our engagement are:

1. To provide an independent assessment of your sustainability initiatives.
2. To enhance the credibility of your sustainability claims.
3. To support your organization in achieving and maintaining green certification.

Terms of Engagement

The fees for our services will be [insert fee structure]. We expect to commence our work on [insert start date] and complete the engagement by [insert completion date].

Please confirm your acceptance of this engagement by signing below and returning a copy to us.

Sincerely,

[Your Name]

[Your Position]

[Your Company]

[Contact Information]

Acceptance

I, [Client's Name], accept the terms of this engagement.

Signature: _____ Date: _____