

Revenue Recognition Compliance Policy Update

Date: [Insert Date]

To: [Insert Recipient Name/Title]

From: [Your Name/Title]

Subject: Update on Revenue Recognition Compliance Policy

Dear [Recipient Name],

We are writing to inform you of important updates to our Revenue Recognition Compliance Policy that will take effect on [Insert Effective Date]. These changes are designed to enhance our adherence to the applicable accounting standards and improve the overall accuracy of our financial reporting.

Key Updates

- Revision of revenue recognition criteria for contracts under ASC 606.
- Implementation of new procedures for the documentation of contract modifications.
- Enhanced training programs for employees involved in revenue generating activities.

We believe these updates will contribute positively to our compliance efforts and ensure that we continue to meet industry standards.

If you have any questions regarding these updates or require further clarification, please do not hesitate to reach out to me directly at [Your Email] or [Your Phone Number].

Thank you for your attention to this important matter.

Sincerely,

[Your Name]

[Your Title]

[Your Company]