

Special Audit Engagement Acceptance Letter

Date: [Insert Date]

[Client Name]

[Client Address]

[City, State, Zip Code]

Dear [Client Name],

We are pleased to confirm our acceptance of the special audit engagement for regulatory compliance as discussed. This letter outlines the terms of our engagement and the objectives we aim to achieve.

Scope of Work

The engagement will focus on assessing compliance with [specific regulations] as required by [regulatory body]. The audit will cover the period from [start date] to [end date].

Objectives

The primary objectives of this special audit are to:

- Evaluate compliance with applicable regulations.
- Identify any areas of risk or non-compliance.
- Provide recommendations for improvement.

Fees

Our fees for this engagement will be [insert fee structure] and will be billed upon completion of the audit.

Please indicate your acceptance of this engagement by signing below. We look forward to working with you on this important audit.

Sincerely,

[Your Name]

[Your Title]

[Your Firm Name]

[Your Firm Address]

Accepted by:

[Client Signature]

Date: _____