

# Financial Audit Agreement

Date: [Insert Date]

To: [Insert Auditor's Name]

[Insert Auditor's Address]

Dear [Insert Auditor's Name],

This letter serves as an agreement between [Nonprofit Organization Name] and [Auditor's Firm Name] for the purpose of conducting a financial audit for the fiscal year ending [Insert Year].

## Scope of Audit

The audit will include a review of our financial statements, internal controls, and compliance with applicable laws and regulations.

## Fees and Payment

The total fee for the audit services will be [Insert Fee Amount]. Payment is due upon completion of the audit report.

## Deadline

The final audit report is expected to be completed by [Insert Due Date].

We appreciate your commitment to our organization and look forward to working together to ensure a thorough and transparent audit process.

Sincerely,

[Your Name]

[Your Title]

[Nonprofit Organization Name]

[Contact Information]