

# Management Representation Letter

Date: [Insert Date]

To: [Insert Recipient Name]

[Insert Recipient Title]

[Insert Company Name]

[Insert Address]

Dear [Insert Recipient Name],

As part of our ongoing commitment to maintaining effective internal controls over financial reporting, we are providing this letter to confirm our representation regarding the effectiveness of those controls.

We acknowledge our responsibility for establishing and maintaining adequate internal controls over financial reporting as of [Insert Date]. We confirm that:

- We have evaluated the effectiveness of our internal controls over financial reporting.
- We believe that our internal controls are operating effectively in all material respects.
- There have been no significant deficiencies or material weaknesses in internal controls identified.
- We have provided all relevant information and access to those who have performed the evaluation.

This representation is made to the best of our knowledge and belief as of the date of this letter.

Sincerely,

[Insert Management Name]

[Insert Management Title]

[Insert Company Name]