

Management Representation Letter

[Date]

[Recipient's Name]

[Recipient's Title]

[Company Name]

[Company Address]

[City, State, ZIP]

Dear [Recipient's Name],

We, the management of [Company Name], are providing this letter in connection with your audit for the year ended [Fiscal Year End Date]. This letter outlines our representations concerning tax compliance matters.

1. We acknowledge our responsibility for the appropriateness of the tax positions taken in [Company Name]'s tax returns.
2. We declare that all required tax returns have been filed with the relevant tax authorities in a timely manner.
3. We confirm that all material tax liabilities have been accurately measured and presented in accordance with applicable tax laws and regulations.
4. We have disclosed to you all known tax positions that could materially affect the financial statements.
5. We have provided you with all relevant information and access to any documentation you require regarding our tax positions.

This letter is intended to provide you with our representations concerning tax compliance. If you require any further information or clarification, please do not hesitate to reach out.

Thank you for your attention.

Sincerely,

[Your Name]

[Your Title]

[Company Name]

[Contact Information]