

# Forensic Audit Engagement Letter

Date: [Insert Date]

[Client Name]

[Client Address]

[City, State, Zip Code]

Dear [Client Name],

We are pleased to confirm our understanding of the forensic audit engagement that we will be performing for [Company Name] regarding the compliance assessment. This letter outlines the terms of our engagement and the services we will provide.

## Scope of Engagement

We will conduct a forensic audit to assess compliance with [mention specific regulations or standards] and identify any irregularities or areas of concern. Our services will include:

- Review of financial records
- Interviews with personnel
- Analysis of processes and controls
- Report preparation

## Responsibilities

Our responsibility is to conduct the engagement in accordance with applicable standards and provide a report of our findings. You are responsible for providing access to all relevant documents and personnel.

## Fees and Payment Terms

Our fees for this engagement will be based on our standard hourly rates, and we will provide you with an estimate upon request. Payment is due upon receipt of our invoices.

## Confidentiality

We will maintain the confidentiality of all information obtained during the engagement, except as required by law.

## Acceptance

If you agree with the terms of this engagement letter, please sign and return a copy by [insert return date].

We look forward to working with you on this important engagement.

Sincerely,

[Your Name]

[Your Title]

[Your Company]

[Your Contact Information]

Accepted by:

[Client Name]

[Client Title]

[Date]