

Forensic Audit Engagement Letter

[Your Firm's Name]

[Your Firm's Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Client's Name]

[Client's Title]

[Client's Company Name]

[Client's Address]

[City, State, Zip Code]

Dear [Client's Name],

We are pleased to confirm our understanding of the terms and objectives regarding our engagement as forensic auditors for [Client's Company Name]. This engagement will focus on a review pertaining to potential financial misconduct within the organization.

Scope of Services

The scope of our services will include:

- Analysis of financial records and transactions
- Interviews with relevant personnel
- Identification of any irregularities or misconduct
- Preparation of a forensic audit report with findings and recommendations

Fees and Payment

Our fees for these services will be billed at our standard hourly rates of [insert rates]. We will provide you with periodic invoices detailing the work performed and associated charges.

Confidentiality

We commit to maintaining strict confidentiality concerning all information obtained during the course of our engagement.

We appreciate the opportunity to work with [Client's Company Name] and are committed to providing a thorough and professional service. Please sign and return a copy of this letter to indicate your acceptance of our engagement.

Sincerely,

[Your Name]

[Your Title]

[Your Firm's Name]

Accepted by:

[Client's Name]

[Client's Title]

Date: _____