

# Forensic Audit Engagement Letter

Date: [Insert Date]

To: [Client's Name]

[Client's Address]

Dear [Client's Name],

We are pleased to confirm our understanding of the forensic audit engagement regarding the fraud investigation at [Client's Company Name]. Our responsibilities and the scope of our work are outlined below.

## Scope of Engagement

We will conduct a forensic audit to identify, analyze, and report on potential fraudulent activities related to [specific issues/concerns]. This will include:

- Document review
- Interviews with personnel
- Analysis of financial records
- Preparation of reports and findings

## Objectives

The primary objectives of our engagement will be to:

- Examine the nature and extent of suspected fraud
- Determine potential financial implications
- Provide recommendations for internal controls

## Fees and Payment Schedule

Our fees for this engagement will be based on the actual time spent at our standard hourly rates. We will provide an updated estimate at the conclusion of our initial work.

## Confidentiality

We will maintain the confidentiality of all information obtained during this engagement in accordance with applicable laws and professional standards.

If you have any questions or wish to discuss this engagement further, please do not hesitate to contact us.

We appreciate the opportunity to assist you with this important matter.

Sincerely,

[Your Name]

[Your Title]

[Your Company Name]

[Your Company Address]

[Your Contact Information]