

# Forensic Audit Engagement Letter

Date: [Insert Date]

[Client's Name]

[Client's Address]

[City, State, Zip Code]

Dear [Client's Name],

We are pleased to confirm our understanding of the engagement to perform a forensic audit for the purpose of evaluating the internal controls present within your organization. This letter outlines the terms of our engagement.

## Scope of Work

The scope of our forensic audit will include, but is not limited to, the following:

- Assessment of existing internal control frameworks;
- Identification of control gaps and weaknesses;
- Evaluation of the effectiveness of internal controls;
- Recommendations for improvements.

## Our Responsibilities

We will conduct our audit in accordance with applicable standards and regulations, and we will provide a report summarizing our findings and recommendations.

## Fees

Our fees for this engagement will be based on the time spent by our professionals at their respective hourly rates, plus any applicable expenses. We will provide you with an estimate prior to commencing the work.

## Confidentiality

We recognize that during the course of our engagement, we may have access to confidential information. We will treat all such information with the utmost care and confidentiality.

Please indicate your acceptance of the terms set forth in this letter by signing below and returning a copy to us.

Sincerely,

[Your Name]

[Your Title]

[Your Company]

## **Acceptance**

I, [Client's Name], hereby accept the terms of this engagement.

\_\_\_\_\_

Signature

Date: \_\_\_\_\_