

# 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 forensic audit engagement for litigation support regarding [specific case or matter description]. This letter outlines the scope of our services, responsibilities, and the terms of our engagement.

## Scope of Services

Our services will include:

- Conducting forensic analysis of financial records.
- Identifying and documenting any discrepancies or fraudulent activities.
- Providing expert testimony and support during litigation proceedings.

## Engagement Team

The engagement will be led by [Lead Auditor Name], supported by [Team Members Names].

## Fees and Billing

Our fees for this engagement will be based on [hourly rates, retainer, etc.]. We will invoice you monthly, with payment due upon receipt.

## Confidentiality

We will maintain strict confidentiality regarding all aspects of this engagement, consistent with applicable laws and standards.

## Acceptance

If the terms outlined in this letter are acceptable to you, please sign and return one copy of this letter.

Thank you for choosing [Your Firm's Name]. We look forward to assisting you with this matter.

Sincerely,

[Your Name]  
[Your Title]  
[Your Firm's Name]  
[Contact Information]

Accepted by:

[Client's Name]  
[Date]