

# 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 that you have requested. The purpose of this engagement is to perform a forensic audit aimed at verifying transactions related to [specific transactions or areas of concern] for the period [insert date range].

## Scope of Services

Our forensic audit will include, but is not limited to, the following procedures:

- Review of accounting records and supporting documents
- Analysis of financial statements
- Testing the validity of selected transactions
- Interviews with relevant personnel

## Deliverables

We will provide you with a detailed report of our findings along with any recommendations for improvement. The report will be delivered on or before [insert delivery date].

## Fees

Our fees for this engagement will be based on our standard hourly rates, which are currently as follows:

- [Insert Rate] for Partner/Director
- [Insert Rate] for Manager
- [Insert Rate] for Staff

## Acceptance

If the terms of this engagement letter are acceptable, please sign and return the enclosed copy to us. This will indicate your acceptance of our terms and the scope of our engagement.

Thank you for the opportunity to assist you with this important matter. We look forward to working with you.

Sincerely,

[Your Name]

[Your Title]

[Your Company]

[Your Contact Information]

Agreed and Accepted:

[Client's Name] \_\_\_\_\_ Date: \_\_\_\_\_