

External Audit Report Delivery

Date: [Insert Date]

[Client Name]

[Client Address]

[City, State, Zip Code]

Dear [Client Name],

We are pleased to deliver the final external audit report for the fiscal year ended [Insert Date]. This report reflects the results of our audit, including our opinions regarding the financial statements of [Client Entity].

Enclosed, you will find the following documents:

- External Audit Report
- Management Letter
- Financial Statements

Please review the documents at your earliest convenience. Should you have any questions or require further clarification, do not hesitate to reach out to us.

Thank you for your cooperation throughout the audit process.

Sincerely,

[Your Name]

[Your Title]

[Your Firm's Name]

[Your Contact Information]