

Due Diligence 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 engagement to perform a due diligence audit for [Project or Transaction Name] (the "Project"). This letter outlines the scope of our services, our understanding of the engagement, and the expected deliverables.

Scope of Services

We will conduct a due diligence audit covering the following areas:

- Financial Analysis
- Operational Review
- Compliance Assessment
- Risk Evaluation

Our Responsibilities

We will perform the audit in accordance with applicable auditing standards and provide a report detailing our findings and recommendations.

Client Responsibilities

The client agrees to provide us with access to all relevant documents and personnel necessary for the completion of our audit.

Fees

The fees for our services will be based on the time spent on the engagement at our standard hourly rates, plus any out-of-pocket expenses incurred.

If you agree with the terms of this engagement, please sign and return a copy of this letter.

We look forward to working with you on this engagement.

Sincerely,

[Your Name]

[Your Title]

[Your Company]

[Your Contact Information]

Agreed and Accepted:

[Client's Name]

[Client's Title]

[Client's Company]

Date: _____