

Audit Opinion Findings Presentation

Date: [Insert Date]

To: [Recipient's Name]

From: [Your Name]

Subject: Presentation of Audit Opinion Findings

Dear [Recipient's Name],

We are pleased to present the findings from our recent audit conducted for [Company/Organization Name] for the fiscal year ending [Date]. The audit was performed in accordance with [specify audit standards, e.g., generally accepted auditing standards].

Overview of Audit Findings

- **Finding 1:** [Brief description of finding]
- **Finding 2:** [Brief description of finding]
- **Finding 3:** [Brief description of finding]

Recommendations

Based on the findings, we recommend the following actions:

- [Recommendation 1]
- [Recommendation 2]
- [Recommendation 3]

Conclusion

We believe that addressing these findings will enhance [Company/Organization Name]'s operational effectiveness and compliance. We appreciate the cooperation of your team during the audit and look forward to discussing these findings in detail.

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Position]

[Your Contact Information]