

Audit Qualification Clarification Letter

Date: [Insert Date]

To,

[Recipient's Name]

[Recipient's Position]

[Company/Organization Name]

[Company Address]

Dear [Recipient's Name],

Subject: Clarification Regarding Audit Qualifications

We are writing to provide clarification regarding the qualifications noted in our recent audit report dated [Insert Audit Date]. After careful consideration and review of the findings, we would like to address the following points:

1. **Qualification 1:** [Brief description of the qualification and clarification]
2. **Qualification 2:** [Brief description of the qualification and clarification]
3. **Qualification 3:** [Brief description of the qualification and clarification]

We appreciate your understanding and collaboration as we work towards resolving these qualifications. We welcome any further discussion on this matter at your earliest convenience.

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]

[Your Contact Information]