

Audit Qualification Explanation

Date: [Insert Date]

To: [Recipient Name]

[Recipient Title]

[Company/Organization Name]

[Company Address]

Dear [Recipient Name],

Subject: Explanation of Audit Qualification

We would like to address the audit qualification that was raised in the recent audit report dated [Insert Date]. The qualification pertains to [insert area of qualification], which led to [briefly describe the implications].

Upon thorough review, we acknowledge the observation related to [specific issue], and we understand the importance of adhering to [applicable standards or regulations]. The reasons for this qualification are as follows:

- [Reason 1]
- [Reason 2]
- [Reason 3]

To address these issues, we have implemented the following measures:

- [Action 1]
- [Action 2]
- [Action 3]

We are committed to rectifying these issues and ensuring compliance going forward. We appreciate your understanding and support as we work towards resolving this matter.

If you have any questions or require further clarification, please do not hesitate to contact me at [Your Phone Number] or [Your Email Address].

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Title]

[Your Company/Organization Name]

[Your Address]