

Audit Qualification Response

Date: [Insert Date]

To,

[Auditor's Name]

[Audit Firm Name]

[Address]

Dear [Auditor's Name],

Subject: Response to Audit Qualification

We would like to thank you for your thorough audit of our financial statements for the year ended [Insert Year]. We acknowledge the qualification mentioned in your audit report dated [Insert Date]. We have taken your concerns seriously and would like to provide our response as follows:

Qualification Details

[Summarize the qualification issue briefly]

Your Concerns

[Detail the auditor's concerns briefly]

Our Response

[Provide a detailed response to each point raised in the qualification]

Action Plan

[Describe the steps you are taking to address the qualification]

We appreciate your guidance and support in helping us enhance our financial processes. Please do not hesitate to contact us should you require further clarification on our response.

Thank you for your understanding.

Sincerely,

[Your Name]

[Your Position]

[Company Name]

[Contact Information]