

Audit Committee Financial Oversight

Date: [Insert Date]

To: [Insert Recipient Name]

[Insert Recipient Title]

[Insert Recipient Address]

Dear [Recipient Name],

We, the Audit Committee of [Insert Organization Name], are writing to outline our commitment to effective financial oversight and transparency. Our primary responsibility is to ensure the integrity of the financial reporting process, compliance with applicable laws and regulations, and the adequacy of internal controls.

As part of our duties, we undertake the following responsibilities:

- Review and approve financial statements prior to publication.
- Oversee the internal audit function to ensure efficacy and independence.
- Assess the external auditor's independence and performance.
- Ensure that processes are in place for risk management and compliance.

We encourage open communication with management and our external auditors to facilitate the effective carrying out of these responsibilities. If you have any questions or require further information, please do not hesitate to reach out.

Thank you for your continued support and cooperation.

Sincerely,

[Your Name]

[Your Title]

Audit Committee Chair, [Insert Organization Name]