

# Audit Control Deficiencies Report

Date: [Insert Date]

To: [Recipient Name]

Title: [Recipient Title]

Company: [Company Name]

Address: [Company Address]

Dear [Recipient Name],

Subject: Audit Control Deficiencies Report

We have completed our recent audit of [Department/Area], and we wish to bring to your attention certain deficiencies identified during our review. The findings are as follows:

## Identified Deficiencies

- Deficiency 1: [Description of deficiency]
- Deficiency 2: [Description of deficiency]
- Deficiency 3: [Description of deficiency]

## Impact of Deficiencies

[Brief explanation of the potential impact on the organization]

## Recommendations

We recommend the following actions to address the identified deficiencies:

- Recommendation 1: [Description of recommendation]
- Recommendation 2: [Description of recommendation]
- Recommendation 3: [Description of recommendation]

We appreciate your immediate attention to these matters and look forward to discussing them further. Please feel free to reach out if you have any questions or require additional information.

Sincerely,

[Your Name]

[Your Title]

[Your Company]

[Your Contact Information]