

# Audit Control Deficiencies Resolution

Date: [Insert Date]

To: [Recipient Name]

Title: [Recipient Title]

Company: [Recipient Company]

Address: [Recipient Address]

Dear [Recipient Name],

As part of the recent audit conducted on [Insert Date of Audit], several control deficiencies were identified that require resolution. We are committed to addressing these issues promptly to ensure compliance and enhance our internal controls.

## Identified Deficiencies

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

## Action Plan

To resolve these deficiencies, the following action plan has been established:

1. [Action Item 1: Description and deadline]
2. [Action Item 2: Description and deadline]
3. [Action Item 3: Description and deadline]

We appreciate your understanding and support as we implement these corrective actions. If you have any questions or require further details, please do not hesitate to contact me.

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Title]

[Your Company]

[Your Contact Information]