

Audit Engagement Confirmation

Date: [Insert Date]

To: [Auditor's Firm Name]

Address: [Auditor's Firm Address]

Dear [Auditor's Name],

We are writing to confirm our engagement with you as external auditors for the audit of the financial statements of [Company Name] for the fiscal year ending [Fiscal Year End Date].

The objectives of the audit are to express an opinion on the financial statements based on the audit performed in accordance with [applicable auditing standards]. The management of [Company Name] is responsible for the preparation and fair presentation of these financial statements.

Please acknowledge your acceptance of this engagement by signing and returning a copy of this letter.

Thank you for your cooperation. We look forward to working with you.

Sincerely,

[Your Name]
[Your Title]
[Company Name]
[Company Address]

Accepted by:

[Auditor's Name]
[Title]
[Auditor's Firm Name]