

# Audit Report Approval

Date: [Insert Date]

To: [Insert Recipient Name]

Title: [Insert Recipient Title]

Organization: [Insert Organization Name]

Address: [Insert Organization Address]

Dear [Recipient Name],

We are pleased to submit the audit report for [Insert Non-Profit Organization Name] for the year ended [Insert Date]. We have conducted the audit in accordance with generally accepted auditing standards and have obtained sufficient and appropriate evidence to provide a basis for our opinion.

After thorough review and discussions with the management team, we are satisfied with the financial statements and overall compliance with applicable laws and regulations. We hereby approve the audit report, which reflects our findings and recommendations.

Attached to this letter, you will find the final audit report for your records. Should you have any questions or require further clarification, please do not hesitate to reach out.

Thank you for your cooperation throughout the audit process.

Sincerely,

[Your Name]

[Your Title]

[Your Organization]

[Your Contact Information]