

Audit Confidentiality Agreement

Date: [Insert Date]

To: [Insert Recipient Name]

[Insert Recipient Title]

[Insert Government Agency Name]

[Insert Agency Address]

Dear [Insert Recipient Name],

This letter serves as a formal Audit Confidentiality Agreement between [Your Organization's Name] and [Insert Government Agency Name]. Our aim is to ensure that all information shared during the audit process remains confidential and is handled in accordance with applicable laws and regulations.

- 1. Confidential Information:** All data, documents, and communications exchanged during the audit shall be considered confidential.
- 2. Obligation of Confidentiality:** Both parties agree to protect the confidential information and not disclose it to any unauthorized third parties without prior written consent.
- 3. Duration:** This agreement shall remain in effect for a period of [insert time frame] from the date of this letter.
- 4. Signatures:** By signing below, both parties agree to the terms outlined in this agreement.

Sincerely,

[Your Name]

[Your Title]

[Your Organization's Name]

[Recipient Name]

[Recipient Title]

[Government Agency Name]