

Response to Third-Party Audit Inquiry

Date: [Insert Date]

To: [Auditor's Name]

From: [Your Name]

Company: [Your Company Name]

Subject: Response to Audit Inquiry

Dear [Auditor's Name],

Thank you for your inquiry dated [Insert Date of Inquiry] regarding the third-party audit. We appreciate your efforts in ensuring compliance and transparency.

In response to your questions, please find the following information:

1. [Specific Inquiry Topic]

[Provide detailed response to the inquiry about this topic.]

2. [Another Inquiry Topic]

[Provide detailed response to the inquiry about this topic.]

3. [Additional Inquiry Topic]

[Provide detailed response to the inquiry about this topic.]

If you require any further information or clarification, please do not hesitate to reach out to me directly at [Your Phone Number] or [Your Email Address].

We look forward to your continued collaboration.

Best regards,

[Your Name]

[Your Position]

[Your Company Name]

[Your Company Address]

[Your Phone Number]

[Your Email Address]