

Audit Fee Proposal

Date: [Insert Date]

[Client Name]

[Client Address]

[City, State, Zip Code]

Dear [Client Name],

We are pleased to submit our proposal for the audit services for your start-up company, [Start-up Name]. Our team at [Your Company Name] is committed to providing you with a comprehensive and valuable audit experience.

Scope of Services

Our audit services will include the following:

- Financial statement audit
- Internal control assessment
- Preparation of audit report

Proposed Audit Fee

We propose a fee of [Insert Fee Amount] for the audit services outlined above. This fee is based on an estimate of [Insert Estimated Hours] hours of work to complete the audit, which includes planning, execution, and reporting.

Timeline

The anticipated timeline for the audit process is as follows:

- Planning: [Insert Dates]
- Fieldwork: [Insert Dates]
- Reporting: [Insert Dates]

We believe that our services will provide significant value to your start-up and help you to achieve your financial goals. Please feel free to reach out to us with any questions or if you would like to discuss this proposal further.

Thank you for considering our proposal. We look forward to the opportunity to work with you.

Sincerely,

[Your Name]

[Your Title]

[Your Company Name]

[Your Contact Information]