

# Audit Services Agreement Acknowledgment

Date: [Insert Date]

To:

[Client Name]  
[Client Address]  
[City, State, Zip Code]

Dear [Client Name],

We appreciate the opportunity to provide audit services to your organization and would like to acknowledge our agreement to the terms and conditions outlined in our proposal dated [Insert Proposal Date].

As per our understanding, the scope of the audit services will include the following:

- [Service 1]
- [Service 2]
- [Service 3]

The audit is scheduled to begin on [Insert Start Date] and will be completed by [Insert Completion Date].

If you agree to the terms as stated, please sign and return a copy of this letter to indicate your acknowledgment.

Thank you for your confidence in our services. We look forward to working with you.

Sincerely,

[Your Name]  
[Your Title]  
[Your Company]  
[Your Contact Information]

Accepted by:

[Client's Authorized Signatory Name]  
[Title]  
[Date]