

# Letter of Acceptance for Audit Services Proposal

Date: [Insert Date]

To,

[Auditor's Name]  
[Firm's Name]  
[Firm's Address]  
[City, State, Zip Code]

Dear [Auditor's Name],

We are pleased to inform you that we accept your proposal for audit services dated [Insert Proposal Date]. After careful consideration, we believe that your firm is well-suited to meet our auditing needs.

We look forward to engaging your services to conduct the audit for the fiscal year ending [Insert Date]. Please let us know the next steps and any documents you require to initiate the process.

Thank you for your professionalism and thoroughness in your proposal presentation.

Sincerely,

[Your Name]  
[Your Position]  
[Company Name]  
[Company Address]  
[City, State, Zip Code]  
[Email Address]  
[Phone Number]