

# Financial Audit Update

Date: [Insert Date]

Dear [Donor's Name],

We hope this message finds you well. We are writing to provide you with an update on our recent financial audit, as part of our commitment to transparency and accountability to our valued donors.

Our annual financial audit was conducted by [Auditor's Name/Company] from [Start Date] to [End Date]. We are pleased to report that the audit was completed smoothly, and we received an unqualified opinion. This means that our financial statements provide a true and fair view of our financial position.

## Key Highlights:

- Total Income: [Insert Amount]
- Total Expenditure: [Insert Amount]
- Net Assets: [Insert Amount]
- Programmatic Spending: [Insert Percentage]% on mission-related activities

We remain committed to utilizing funds effectively to further our mission and impact the communities we serve.

Thank you for your continued support. If you have any questions or would like to discuss this in more detail, please do not hesitate to reach out.

Sincerely,

[Your Name]

[Your Position]

[NGO Name]

[Contact Information]