

Request for Financial Audit

Date: [Insert Date]

[Your Name]

[Your Position]

[Your Company Name]

[Your Company Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Auditor's Name]

[Auditing Firm Name]

[Auditing Firm Address]

[City, State, Zip Code]

Dear [Auditor's Name],

We are writing to formally request a financial audit of our financial statements for the fiscal year ending [Insert Date]. In light of our commitment to transparency and accuracy, we believe that an external audit will help ensure the reliability of our financial reporting.

Please find attached the necessary documents that include our current financial statements, general ledger, and any supplemental information you may require.

We appreciate your attention to this request and look forward to your confirmation. Please let us know your availability to discuss this audit further.

Thank you for your cooperation.

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]