

Your Name
Your Address
City, State, ZIP Code
Email Address
Phone Number
Date

Audit Department
Company Name
Company Address
City, State, ZIP Code

Dear Audit Department,

I am writing to formally express my objection to the conclusions reached in the recent audit report dated [insert date]. After careful review of the findings, I believe that some key aspects have been misinterpreted or overlooked.

Specifically, I would like to address the following points:

- Point 1: [Brief explanation of the issue]
- Point 2: [Brief explanation of the issue]
- Point 3: [Brief explanation of the issue]

I kindly request a re-evaluation of these points to ensure a fair and accurate representation of the facts. I am confident that a further review will yield a different conclusion.

Thank you for your attention to this matter. I look forward to your prompt response.

Sincerely,
[Your Name]