

Appeal Against Supplier Audit Findings

Date: [Insert Date]

To: [Auditor's Name]

[Company Name]

[Company Address]

[City, State, Zip Code]

Dear [Auditor's Name],

Subject: Appeal Against Audit Findings - [Audit Report Reference Number]

We are writing to formally appeal the findings outlined in the audit report dated [insert date]. We acknowledge the importance of maintaining compliance and transparency; however, we believe that certain findings require further review and clarification.

Specifically, we would like to address the following points:

1. Finding 1: [Brief description of finding]
2. Finding 2: [Brief description of finding]

Upon reviewing the audit report, we have gathered additional evidence that supports our position. Attached, you will find the relevant documentation that we believe clarifies our compliance status.

We request the opportunity to discuss these findings with you further. Please let us know a suitable time for a meeting or call to address our concerns.

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

Sincerely,

[Your Name]

[Your Position]

[Company Name]

[Phone Number]

[Email Address]