

Partnership Audit Compliance Review Letter

Date: [Insert Date]

[Partner's Name]

[Partner's Title]

[Company Name]

[Company Address]

[City, State, Zip Code]

Dear [Partner's Name],

We are writing to inform you that, as part of our ongoing commitment to ensuring compliance with applicable regulations and standards, we will be conducting a partnership audit of [Company Name] for the fiscal year ending [Fiscal Year End Date].

The audit will cover various compliance aspects, including but not limited to, financial reporting, operational procedures, and regulatory adherence. Our objective is to assess the overall effectiveness of internal controls and identify any areas requiring improvement.

We kindly ask for your cooperation in providing access to relevant documentation and personnel during the audit process. Our audit team will reach out to you shortly to schedule an initial meeting and discuss the specifics of the audit process.

We appreciate your attention to this matter and look forward to working together to ensure compliance and enhance our partnership.

Thank you for your cooperation.

Sincerely,

[Your Name]

[Your Title]

[Your Company]

[Your Contact Information]