

Request for Comprehensive Independent Debt Audit

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Recipient's Name]

[Recipient's Title]

[Company/Organization Name]

[Company Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to formally request a comprehensive independent debt audit to assist with my financial planning. As I seek to gain a clearer understanding of my financial situation and streamline my financial commitments, I believe that a thorough audit of my debts will provide invaluable insights.

The main objectives of this audit are as follows:

- Assess the accuracy of my current debt obligations.
- Identify opportunities for debt consolidation or negotiation.
- Provide a detailed report outlining my financial standing and recommendations for improvement.

I would greatly appreciate it if we could schedule a meeting to discuss this matter in further detail. Please let me know your availability at your earliest convenience.

Thank you for considering my request. I look forward to your prompt response.

Sincerely,

[Your Name]