

# Corporate Governance Audit Findings

Date: [Insert Date]

To: [Insert Recipient's Name]

Company: [Insert Company Name]

Address: [Insert Company Address]

**Dear [Recipient's Name],**

We are pleased to present the findings from our recent audit of the corporate governance practices at [Insert Company Name]. Our audit covered the period from [Insert Start Date] to [Insert End Date]. Below, we summarize the key findings and recommendations:

## **Audit Findings:**

- **Finding 1:** [Describe finding with details]
- **Finding 2:** [Describe finding with details]
- **Finding 3:** [Describe finding with details]

## **Recommendations:**

- **Recommendation 1:** [Describe recommendation]
- **Recommendation 2:** [Describe recommendation]
- **Recommendation 3:** [Describe recommendation]

## **Conclusion**

We believe these findings underscore the importance of enhancing corporate governance structures and practices at [Insert Company Name]. We appreciate the cooperation of your team during the audit process and look forward to your response to these recommendations.

Sincerely,

[Your Name]

[Your Position]

[Your Company]

[Your Contact Information]