

[Company Letterhead]

[Date]

[Bank Name]

[Bank Address]

[City, State, Zip Code]

Subject: Confirmation of Fixed Deposit Account Balance for Audit Purposes

Dear Sir/Madam,

In connection with the audit of our financial statements, please confirm directly to our auditors, [Auditor Name/Firm], the details of our Fixed Deposit account(s) held with your branch as of [Audit Cut-off Date].

Please provide the following information for each deposit:

- Account Number
- Principal Amount
- Currency
- Interest Rate
- Date of Investment
- Maturity Date
- Accrued Interest as of [Audit Cut-off Date]
- Any liens or encumbrances on the account

Please send the completed confirmation directly to:

[Auditor Name/Firm]

[Auditor Address]

[Auditor Email Address]

A stamped, self-addressed envelope is enclosed for your convenience. Alternatively, you may send a scanned copy via email.

Thank you for your prompt cooperation.

Yours faithfully,

[Authorized Signature]

[Name and Title]

[Company Name]