

Date: [Date]

To:

[Bank Name]

[Bank Address]

[City, Country]

Subject: Audit Confirmation Request

Dear Sir/Madam,

For the purpose of our annual audit, please confirm directly to our auditors, [Auditor Name], the account balance(s) and information regarding our foreign currency deposit accounts as of the close of business on [Audit Date].

Our records indicate the following account details:

Account Name	Account Number	Currency	Balance
[Client Name]	[Account Number 1]	[e.g., USD]	[Amount]
[Client Name]	[Account Number 2]	[e.g., EUR]	[Amount]

In addition to the balances, please provide details regarding:

- Accrued interest not yet credited to the account.
- Any liens, encumbrances, or restrictions on withdrawals.
- Any collateral or guarantees related to these accounts.

Please send the completed confirmation directly to:

[Auditor Name]

[Auditor Address]

[Auditor Email Address]

Your prompt attention to this request is appreciated.

Sincerely,

[Authorized Signature]

[Name and Title]

[Company Name]