

[Company Letterhead]

[Date]

[Bank Name]

[Bank Address]

[City, State, Zip Code]

Subject: Confirmation of Foreign Exchange Forward Contracts

Dear Sir/Madam,

In connection with the audit of our financial statements, please confirm directly to our auditors, [Auditor Name], the details of all outstanding foreign exchange forward contracts between us and your institution as of [Audit Date].

For each contract, please provide the following information:

- Contract Reference Number
- Trade Date and Value/Settlement Date
- Currency and Amount Purchased
- Currency and Amount Sold
- Forward Exchange Rate
- Unrealized Gain or Loss (Mark-to-Market Value) as of [Audit Date]
- Details of any collateral or margins held

Please send the completed confirmation directly to:

[Auditor Name]

[Auditor Address]

[Auditor Email]

A self-addressed envelope is enclosed for your convenience.

Yours faithfully,

[Authorized Signature]

[Name and Title]