

[Date]

[Surety Company Name]
[Surety Company Address]
[City, State, Zip Code]

Re: Audit Confirmation of Surety Bonds

To Whom It May Concern:

In connection with an audit of our financial statements, please provide our auditors, [Auditor Name], with the following information regarding all surety bonds in force for [Your Company Name] as of [Audit Cut-off Date]:

- Bond Number
- Bond Amount (Penalty)
- Type of Bond/Description
- Effective Date and Expiration/Renewal Date
- Total Collateral Held (if any)
- Current Status (Active, Cancelled, or Released)
- Any outstanding claims or unpaid premiums

Please send the requested information directly to our auditors at the following address:

[Auditor Name/Firm]
[Auditor Address]
[Auditor Email Address]

Sincerely,

[Authorized Signature]
[Name and Title]
[Your Company Name]