

[Date]

[Borrower Name]
[Borrower Address]
[City, State, Zip Code]

RE: Pledged Collateral Verification Audit - Account Number: [Account Number]

Dear [Borrower Contact Name],

In connection with a routine audit of our records, please verify the following information regarding the collateral pledged to secure your loan(s) with [Financial Institution Name] as of [Audit Cut-off Date].

According to our records, the following assets are held as collateral:

- **Description of Collateral:** [e.g., Real Estate, Inventory, Equipment, Marketable Securities]
- **Identification/Serial Number:** [Reference Number]
- **Estimated/Appraised Value:** \$[Amount]
- **Lien Position:** [e.g., First Priority Mortgage/Security Interest]

Please confirm that the information above is correct, that you maintain legal ownership of the described assets, and that no other liens or encumbrances exist against this collateral other than those previously disclosed to us.

Response Options:

- The information listed above is correct and complete.
 The information listed above is incorrect (please provide details below).

Comments/Discrepancies:

Please sign this letter and return it directly to our auditors in the enclosed envelope or via email to [Auditor Email Address].

Sincerely,

[Name of Auditor/Officer]
[Title]
[Financial Institution Name]

Borrower Signature: _____ **Date:** _____