

[Date]

[Custodian Name]

[Custodian Address]

[City, State, Zip Code]

**RE: Audit Confirmation Request for [Client Name]**

To Whom It May Concern,

In connection with an audit of our financial statements, please provide directly to our auditors, [Auditing Firm Name], the information requested below regarding assets held in your custody for our account(s) as of the close of business on [Audit Cut-off Date].

Please provide a comprehensive statement or report including the following details:

- Account numbers and account titles.
- A detailed list of all securities, including quantity, description, CUSIP/ISIN numbers, and market value.
- Cash balances (including currency type) held in the accounts.
- Any liens, encumbrances, or restrictions on the assets.
- Any unsettled trades or pending transactions as of the date specified.
- A list of authorized signatories for the accounts.

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

[Auditing Firm Name]

[Contact Person/Department]

[Auditor Address]

[Auditor Email Address]

If there are any fees associated with this request, please bill our account directly.

Sincerely,

[Authorized Signature]

[Name and Title]

[Client/Company Name]