

Date: [Insert Date]

To:

[Bank Name]

[Bank Branch Address]

[City, Country]

Subject: Audit Confirmation of Foreign Currency Overdraft Facility

Dear Sir/Madam,

For the purpose of our annual audit, please provide directly to our auditors, [Auditor Name and Address], the following information regarding our Foreign Currency Overdraft Facility as of the close of business on [Audit Cut-off Date].

Please confirm the details of the facility as follows:

- **Account Number(s):** [Insert Account Numbers]
- **Currency:** [e.g., USD, EUR, GBP]
- **Outstanding Balance:** [Amount and Currency]
- **Facility Limit:** [Authorized Overdraft Limit]
- **Interest Rate:** [Base Rate + Margin %]
- **Accrued Interest Payable:** [Amount as of Date]
- **Expiry/Renewal Date:** [Date]
- **Collateral/Security:** [Details of assets pledged, if any]

If there are any other direct or contingent liabilities, or any restrictive covenants associated with this facility, please provide the details.

Please send the completed confirmation directly to our auditors at the email address [Auditor Email] or the mailing address mentioned above. A self-addressed envelope is enclosed for your convenience.

Thank you for your prompt attention to this request.

Yours faithfully,

[Authorized Signature]

[Name and Title]

[Company Name]