

[Company Letterhead]

[Date]

[Bank Name]

[Bank Address]

[City, State, Zip Code]

Subject: Audit Confirmation Request - Revolving Overdraft Facility

Dear Sir/Madam,

In connection with the audit of our financial statements as of [Audit Date], please provide directly to our auditors, [Auditor Name], the following information regarding our Revolving Overdraft Facility as at the close of business on the aforementioned date:

- **Account Number:** [Insert Account Number]
- **Facility Limit:** [Insert Amount and Currency]
- **Outstanding Balance:** [Insert Amount] (Please specify if Debit or Credit)
- **Interest Rate:** [Insert Rate, e.g., Base Rate + X%]
- **Unused Portion:** [Insert Amount of available undrawn credit]
- **Expiry/Renewal Date:** [Insert Date]
- **Collateral/Security:** Please list any assets pledged as security for this facility.
- **Covenants:** Please confirm if there are any active financial covenants and if any breaches occurred during the period.

Please send the completed confirmation directly to:

[Auditor Name]

[Auditor Address]

[Auditor Email]

Your prompt attention to this request is appreciated.

Yours faithfully,

[Authorized Signature]

[Name and Title]

[Company Name]