

[Company Header/Logo]

[Date]

[Financial Institution Name]

[Address Line 1]

[Address Line 2]

[City, State, Zip Code]

Subject: Confirmation of Collateral and Pledged Assets

To Whom It May Concern,

In connection with the audit of our financial statements, please provide our auditors, [Auditor Name], with the following information regarding any assets pledged as collateral for loans, lines of credit, or other obligations held by your institution as of [Audit Cut-off Date].

Please include the following details in your response:

- Description of the assets held as collateral (e.g., Real Estate, Inventory, Securities, Equipment).
- Account numbers or loan references associated with the collateral.
- The book value or market value of the assets as recorded in your systems.
- Specific details of any liens, encumbrances, or restrictions on these assets.
- The total amount of the debt or obligation secured by these assets.

Please send the completed confirmation directly to our auditors at the following address:

[Auditor Name]

[Auditor Address]

[Auditor Email]

If there are no assets pledged or held as collateral for our accounts, please state "None."

Thank you for your prompt attention to this request.

Sincerely,

[Authorized Signature]

[Name and Title]

[Company Name]