

[Company Letterhead]

[Date]

[Lender Name]

[Lender Address]

[City, State, Zip Code]

Subject: Audit Confirmation of Subordinated Debt

Dear [Contact Name],

In connection with the audit of our financial statements as of [Audit Date], please confirm directly to our auditors, [Auditor Name], the details of the subordinated debt held by you. Our records indicate the following information:

- **Original Principal Amount:** [Amount]
- **Current Outstanding Balance:** [Amount]
- **Interest Rate:** [Rate]%
- **Maturity Date:** [Date]
- **Unpaid Accrued Interest:** [Amount]
- **Subordination Terms:** [Brief Description or Reference to Agreement]

Please indicate below if the information provided is in agreement with your records. If there are any exceptions or additional collateral/guarantees, please provide details in the space provided.

Sincerely,

[Authorized Officer Signature]

[Name and Title]

LENDER RESPONSE:

The above information is correct as of [Audit Date], with the following exceptions (if any):

[Space for comments]

Executed By:

Signature: _____

Printed Name: [Name]

Title: [Title]

Date: [Date]

Please return this completed and signed form directly to:

[Auditor Name]

[Auditor Address/Email]