

[CPA Firm Name]
[CPA Street Address]
[City, State, Zip Code]
[Phone Number]
[Email Address]

[Date]

[Recipient Name]
[Recipient Title/Organization]
[Recipient Address]
[City, State, Zip Code]

RE: CPA Attestation Letter for [Client Name/Entity Name]

To Whom It May Concern,

I am writing this letter at the request of [Client Name]. I am a Certified Public Accountant (CPA) licensed to practice in the state of [State Name], License Number [License Number].

I have performed an [Examination/Review/Compilation] of the [Financial Statements/Tax Returns/Specific Documents] for [Client Name] for the period ending [Date]. My engagement was conducted in accordance with the attestation standards established by the American Institute of Certified Public Accountants (AICPA).

Based on my [Examination/Review], nothing has come to my attention that causes me to believe that the [Financial Information/Statement] referred to above does not present, in all material respects, the [Financial Position/Income/Specified Requirement] of [Client Name] in conformity with [Accounting Framework, e.g., GAAP].

This letter is issued solely for the purpose of [State Purpose, e.g., Loan Application/Verification of Income] and is not to be used, circulated, or quoted for any other purpose without my prior written consent.

Should you require any further information or clarification, please do not hesitate to contact my office.

Sincerely,

[Signature]
[Typed Name of CPA]
[Title, e.g., Partner/Sole Proprietor]
[Firm Name]