

[Date]

[Name of Audit Partner]

[Name of Audit Firm]

[Address]

[City, State, Zip Code]

Subject: Independence Confirmation for Single Audit of [Name of Organization]

Dear [Name of Audit Partner],

In connection with your audit of the financial statements of [Organization Name] and the Single Audit performed in accordance with Title 2 U.S. Code of Federal Regulations (CFR) Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance) for the fiscal year ended [Fiscal Year End Date], we are requesting confirmation of your independence.

Please confirm that:

1. Your firm and the members of the audit engagement team are independent of [Organization Name] in accordance with the standards established by the American Institute of Certified Public Accountants (AICPA) and the Government Auditing Standards (Yellow Book) issued by the Comptroller General of the United States.
2. Your firm has complied with all applicable ethical requirements regarding independence, including those related to non-audit services provided during the audit period.
3. There are no relationships or interest in [Organization Name] that, in your professional judgment, may reasonably be thought to bear on your independence.

Please provide your written confirmation by signing below or providing a separate formal statement.

Sincerely,

[Name of Representative]

[Title]

[Organization Name]

Confirmation:

We hereby confirm that we are independent with respect to [Organization Name] within the meaning of the professional and ethical standards mentioned above.

Signature: _____

Name: [Name of Auditor]

Title: [Title]

Date: [Date]