[Company Name]
[Address Line 1]
[Address Line 2]
[City, State, Zip Code]

[Date]

[Recipient Name/Audit Firm]
[Address Line 1]
[City, State, Zip Code]

RE: Agreement on Financial Reporting Framework

Dear [Recipient Name],

This letter agreement (the "Agreement") confirms the understanding between [Company Name] (the "Company") and [Accounting Firm Name] (the "Accountant") regarding the financial reporting framework to be applied in the preparation of the Company's financial statements for the fiscal period ending [Date].

1. Identification of Framework
The Company has elected to prepare its financial statements in accordance with [Insert Specific Framework, e.g., U.S. GAAP, IFRS, or the Financial Reporting Framework for Small- and Medium-Sized Entities].

2. Management Responsibility
Management acknowledges and understands that it is responsible for:
(a) The preparation and fair presentation of the financial statements in accordance with the chosen framework;
(b) The design, implementation, and maintenance of internal controls relevant to the preparation of financial statements; and
(c) The selection and application of appropriate accounting policies under said framework.

3. Scope of Agreement
This agreement shall apply to all financial reports, schedules, and disclosures provided for the specified period. Any changes to the reporting framework must be agreed upon in writing by both parties.

4. Consistency
The Company commits to applying the principles of the framework consistently. Any departures from the framework required by law or regulation will be clearly disclosed in the notes to the financial statements.

Please acknowledge your agreement with the terms set forth above by signing and returning the enclosed copy of this letter.

Sincerely,

[Signature]
[Name of Authorized Representative]
[Title]
[Company Name]

Acknowledged and Agreed:

[Signature]
[Name of Accountant/Firm Representative]
[Date]