

[Date]

[Client Contact Name]

[Client Company Name]

[Address]

[City, State, Zip Code]

Re: Engagement for Financial Reporting Valuation Services

Dear [Contact Name],

This letter confirms the engagement of [Valuation Firm Name] ("we" or "us") to provide valuation services to [Client Company Name] ("you" or "the Company") for financial reporting purposes.

1. Scope of Services

We will perform a valuation of [describe specific asset, liability, or equity interest, e.g., intangible assets, stock options, or reporting units] as of [Valuation Date]. The purpose of this valuation is to assist management with financial reporting requirements under [mention specific accounting standard, e.g., ASC 805, ASC 350, or IFRS 3].

2. Deliverables

We will provide a formal valuation report summarizing our findings, valuation methodologies, and conclusions. The report is intended solely for the information of management and your external auditors for the purpose stated above.

3. Responsibilities of Management

Management is responsible for providing all necessary financial data, projections, and legal documents required for the valuation. Management represents that all information provided is accurate and complete to the best of its knowledge.

4. Fees and Expenses

Our professional fee for this engagement is estimated at \$[Amount]. This fee excludes out-of-pocket expenses, which will be billed at cost. An initial retainer of \$[Amount] is required upon execution of this agreement.

5. Timeline

We anticipate delivering a draft report within [Number] weeks of receiving all requested information. The final report will be issued following management's review and approval of the draft.

6. Limitation of Liability

Our total liability for any claims related to this engagement shall be limited to the amount of fees paid to us under this agreement. We do not provide an audit or review of the financial information provided to us.

7. Governing Law

This agreement shall be governed by the laws of the State of [State].

Please indicate your acceptance of these terms by signing and returning a copy of this letter.

Sincerely,

[Your Name/Signature]

[Title]

[Valuation Firm Name]

Accepted and Agreed:

For [Client Company Name]:

Signature: _____

Name: _____

Title: _____

Date: _____