

[Company Letterhead]

[Date]

[Audit Firm Name]

[Audit Firm Address]

[City, State, Zip Code]

Subject: Management Representation Letter Regarding Related Party Transactions

Dear [Name of Engagement Partner],

This representation letter is provided in connection with your audit of the financial statements of [Company Name] for the period ended [Date]. We confirm, to the best of our knowledge and belief, the following representations made to you during your audit:

1. We acknowledge our responsibility for the identification of related parties and related party transactions under [Insert Accounting Standard, e.g., GAAP or IFRS].
2. We have disclosed to you the identity of all the entity's related parties and all the related party relationships and transactions of which we are aware.
3. We have appropriately accounted for and disclosed such relationships and transactions in accordance with the requirements of the applicable financial reporting framework.
4. Specifically, we confirm that:
 - All oral or written guarantees provided to or received from related parties have been disclosed.
 - There are no side agreements or informal arrangements with related parties that have not been formally recorded.
 - All transactions with related parties were conducted on [terms equivalent to those prevailing in an arm's length transaction / specified terms].
5. No material transactions with related parties have occurred that have not been properly recorded in the accounting records or disclosed in the financial statements.

Very truly yours,

[Signature]

[Name of Chief Executive Officer]

[Title]

[Signature]

[Name of Chief Financial Officer]

[Title]