[Date]

[Name of Audit Firm/Counterparty]
[Address]
[City, State, Zip Code]

Subject: Management Representation Letter - Related Party Transactions

Dear [Name],

In connection with the financial review of [Joint Venture Name] for the period ending [Date], we confirm, to the best of our knowledge and belief, the following representations regarding related party transactions:

1. We have provided you with a complete list of all related parties, including the venturers, their subsidiaries, key management personnel, and any entities under common control.

2. All transactions involving related parties have been identified and properly disclosed in the financial records. These transactions include, but are not limited to:

- Management fees and service charges;
- Capital contributions and distributions;
- Asset transfers or sales;
- Loans, guarantees, and lines of credit;
- Shared resource agreements.

3. We confirm that all related party transactions were conducted at [choose one: arm's length terms / specifically defined terms as per the Joint Venture Agreement].

4. There are no side agreements or oral understandings with related parties that have not been disclosed to you in writing.

5. All balances due to or from related parties are accurately recorded and reflect valid obligations or receivables.

6. No member of management or the board has a material financial interest in any contracts or transactions entered into by the Joint Venture during this period, other than those already disclosed.

Sincerely,

[Signature]
[Name of Authorized Signatory]
[Title/Position]
[Joint Venture Partner Name]