

[Company Letterhead]

[Date]

[Auditor Name]

[Auditor Firm Address]

[City, State, Zip Code]

Dear [Auditor Name],

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 regarding related party transactions:

1. We have disclosed to you the identity of all the company's related parties and all the related party relationships and transactions of which we are aware.
2. We have appropriately accounted for and disclosed such relationships and transactions in accordance with the requirements of [Applicable Financial Reporting Framework].
3. Specifically, we confirm that:
 - All transactions with related parties have been recorded at their agreed-upon terms.
 - No undisclosed side agreements exist with related parties.
 - Receivables from and payables to related parties are valid and are expected to be settled as disclosed.
 - All guarantees provided to or received from related parties have been disclosed.
4. We have provided you with access to all relevant information, such as minutes of meetings of shareholders and the Board of Directors, and other relevant records regarding related party arrangements.
5. There have been no instances of non-compliance with laws or regulations regarding related party transactions.

Very truly yours,

[Name of Chief Executive Officer]

Chief Executive Officer

[Name of Chief Financial Officer]

Chief Financial Officer