Company  
Contact person

Street

Zipcode City

**Your company**

**Confirmation as of 31. December YYYY** DD. Month YYYY

Reference:

Dear Sir or Madam!

In connection with the examination of our annual financial statements,

please confirm, directly to our auditor

**Muster Wirtschaftsprüfer & Partner**

**Musterstr. 1**

**00000 Musterstadt**

the balance of our account(s) in the amount of EUR............................ with your company

as of 31. December YYYY.

Please state in the space below whether or not this is in agreement with your records.

If not, please furnish any information you may have which will assist the auditors in locating the difference.

Yours sincerely

……………………………………………………………………………………………………………..

**Reply** (Please do not seperate !)

The above balance **O** agrees with our records

**O** does not agree because of the following exceptions:

…...............................................................................

......................................................................................................................................................

(Date) (signature) (company’s name and stamp)

Use Auditi SBA and save time during your examination of your annual financial statements.