

ENGAGEMENT LETTER FOR REVIEW OF FINANCIAL STATEMENTS

Date: _____

To:

Dear _____:

This letter confirms our understanding of the terms and objectives of our engagement, as well as the nature and limitations of the services we will provide. We are pleased to perform a review of the financial statements of _____, which comprise the balance sheet as of _____, and the related statements of income, changes in stockholders' equity, and cash flows for the year then ended.

OBJECTIVE OF THE REVIEW

Our objective is to obtain limited assurance as a basis for reporting whether we are aware of any material modifications that should be made to the financial statements for them to be in accordance with the applicable financial reporting framework. We will conduct our review in accordance with Statements on Standards for Accounting and Review Services (SSARS) issued by the American Institute of Certified Public Accountants (AICPA).

OUR RESPONSIBILITIES

A review performance includes primarily applying analytical procedures to your financial data and making inquiries of management. A review is substantially less in scope than an audit, the objective of which is the expression of an opinion regarding the financial statements taken as a whole. Accordingly, we will not express such an opinion on these financial statements.

Our engagement cannot be relied upon to identify or disclose financial statement misstatements, including those caused by error or fraud, or to identify or disclose any illegal acts. However, we will inform the appropriate level of management of any material errors or fraud that come to our attention.

MANAGEMENT'S RESPONSIBILITIES

The financial statements are the responsibility of management. Management is responsible for:

1. The preparation and fair presentation of the financial statements in accordance with the applicable financial reporting framework.
2. The design, implementation, and maintenance of internal controls relevant to the preparation and fair presentation of financial statements.
3. Preventing and detecting fraud.
4. Ensuring compliance with laws and regulations.
5. Providing us with access to all information of which management is aware that is relevant to the preparation and fair presentation of the financial statements.

REPORTING

Our report will be substantially in the following form:

We have reviewed the accompanying financial statements of _____, which comprise the balance sheet as of _____, and the related statements of income, changes in stockholders' equity, and cash flows for the year then ended. A review includes primarily applying analytical procedures to financial data and making

inquiries of company management. A review is substantially less in scope than an audit...

If, for any reason, we are unable to complete our review of your financial statements, we will not issue a report on such statements as a result of this engagement.

FEES AND BILLING

Our fees for these services will be based on the actual time spent at our standard hourly rates, plus out-of-pocket expenses. We estimate that our fee for this engagement will be approximately _____. This estimate is based on the assumption that your records and information will be complete and made available to us in a timely manner.

Please sign and return the attached copy of this letter to indicate your acknowledgment of, and agreement with, the arrangements for our review of the financial statements, including our respective responsibilities.

Sincerely,

Partner

Acknowledged and agreed on behalf of _____ :

Signature

Date

Name (Printed)

Title