

CPA COMPANY LETTERHEAD

123 Main Street, City, ST, Zip. Email@.com Phone (123) 456-7890

DATE

To Whom it may concern,

This letter is to confirm that John Doe has been self-employed for the past 2.5 years. He owns 100% of John Doe Enterprises which and has been established as a Sole Proprietorship. Our firm has reviewed his taxes for the past 2 years.

If you have any further questions please contact me at 123-456-7890

Mary Jane

CPA

Basic questions we need answered by a CPA

1. Borrower's Name
2. Name of Business
3. Number of years in business
4. Business organized as (S-Corp, C-Corp, LLC, Sole Proprietorship, DBA)
5. Percentage ownership of Business (ie 100%)
6. Confirmation CPA has Prepared or Reviewed taxes for past 2 years.