

**ABC LLP**

Chartered Professional Accountants  
100 Ledger Way  
Accounts Payable Way, AP 12345  
Tel: +1 (XXX) XXX-XXX

Date: 01/01/20x6

To:  
Apple  
Fake address Way, Fake  
FK, FK1-1209

**Re: Investment Confirmation Request**

Dear Alice Smith,

We are the independent auditors of Fake Audit Client Ltd.. In connection with our audit of the financial statements as at 12/31/20x5, we request your assistance in confirming the loans borrowed by you from the Company.

Please confirm directly to us whether the information below is correct as at 12/31/20x5, and note any differences.

**Investment Details (per Company records)**

Initial Date: 01/20/20x4

Maturity Date: 12/31/20x8

Interest Rate: 1.00%

Unpaid Principal Balance: \$1,000,000

Total Commitment: \$1,500,000

**Additional Information Requested:**

1. Whether the investment is held directly or as collateral
2. Whether the investment is pledged, encumbered, or subject to any lien
3. Any unrecorded interest receivable as at 12/31/20x5
4. Any restrictions on sale or transfer

**Confirmation Response**

- The information above is correct as stated.  
 The information above is incorrect. Please provide details below:

Name of Authorised Signatory:

Title:

Organisation:

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Please return your response directly to the auditors.

Yours faithfully,

ABC LLP