To

The Concerned person

Ministry of Industry, Commerce and Tourism

18th September 2019

Dear Sir/Ma'am,

Sub: Postpone letter

We, (Auditor name)., are in the process of conducting audit for R&R Hotel Consultancy W.L.L. We should be able to issue the audit report within a month.

We request you to unblock our client's CR so that he can continue his business without any hindrance.

Looking forward to your cooperation.

Thanking you.

Regards

(Person Name)

(For Audit Company)