

Request letter for immediate audit attention

Subject: Urgent Request for Audit

Dear [Auditor's Name],

Due to recent discrepancies identified during our internal review, we request an urgent audit of the [Specific Department/Project]. Timely intervention is critical to ensure accuracy and compliance with financial regulations.

We would appreciate your immediate attention and guidance regarding the documentation required to initiate the audit.

Sincerely,

[Your Name]

[Position]

[Company Name]

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