

Acceptance for charitable organization audit

Subject: Acceptance of Non-Profit Audit Engagement - [Organization Name]

Dear [Executive Director/Board Chair],

We are delighted to accept the opportunity to serve as independent auditors for [Non-Profit Organization Name]. Your mission of [mission statement] aligns with our firm's commitment to supporting organizations that make a positive impact in our community.

We understand this audit engagement includes examination of your financial statements, assessment of donor restriction compliance, and evaluation of internal controls specific to non-profit operations. We will also review your organization's compliance with charitable solicitation regulations and grant requirements.

Our team has extensive experience with non-profit audits and is familiar with the unique accounting and reporting requirements under GAAP for not-for-profit entities. We will pay particular attention to proper classification of net assets, revenue recognition for contributions, and functional expense reporting.

Given the importance of donor confidence and regulatory compliance in the non-profit sector, we will provide clear communication throughout the audit process and offer practical recommendations to strengthen your financial management and controls.

The audit fee of \$[Amount] reflects our commitment to providing quality services at rates appropriate for non-profit budgets. We understand the importance of cost-effective professional services for organizations focused on maximizing mission impact.

We look forward to supporting your important work and helping maintain the trust of your donors, grantors, and the communities you serve.

Warm regards,

[Auditor Name]

[Firm Name]

[Credentials]

Get more templates here: <https://www.lettersandtemplates.com/letters/auditor-acceptance-letter>