**LETTER OF ENGAGEMENT**

To,

Simon Thomas

Manager,

ABC Corporation Pvt. Ltd.

62, Autumn Gardens,

Los Angeles

This is to inform you that we have been appointed as the Auditor for ABC Corporation Pvt. Ltd. for the year ended 31st March 2016. We are happy to confirm our acceptance and understanding of this engagement via this letter.

1. Based on our examination, we expect to examine and report:

* Whether the financial statements like Balance Sheet, Profit and Loss Account reflect the books of accounts of your concern.
* Whether in our option and to the best of our knowledge and as per the explanations gives to us, the financial statements of your concern depict a true and fair view of the balance sheet till the last day of the financial year.

1. As the management, you will be responsible for the things stated below:

* Preparing and presenting the financial statements of the concern based on the applicable rules, regulations and laws. Making sure that all activities of the entity are carried out in accordance with the applicable laws and exercising control for any kind of non-compliance.
* Ensuring accuracy and completeness of all the documents and information shared with us. This will include maintaining required accounting records along with internal controls and application of the right accounting policies for computation.
* Ensuring complete safety of the assets of the entity. Establishing possible controls to prevent it from all kinds of irregularities and frauds.
* Confirming that all the transactions and events have been recorded in compliance with the Accounting Standards that have been issued by the Institute of Chartered Accountants of India. And in case there are any departures then informing us about the same.

You are requested to kindly acknowledge and return the copy of this engagement letter as an acceptance that this letter is in accordance with your understanding of the arrangements for conducting audit of financial statements of your entity.

For XYZ For ABC Corporation Pvt. Ltd.

Chartered Accountants

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Robert Brown Simon Thomas

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