

Attorney Audit Response Letter Example

[Law Firm Letterhead]

[Date]

[Auditor's Name]

[Auditor's Firm]

[Address]

[City, State, ZIP Code]

Dear [Auditor's Name],

Re: Attorney Audit Response for [Client's Name]

In response to your audit inquiry dated [Date], we provide the following information concerning our client, [Client's Name]:

1. Pending or Threatened Litigation

a. Active Cases:

- Case Title: [Case Title]
- Court: [Court Name]
- Nature of Litigation: [Description]
- Status: [Current Status]
- Estimated Financial Impact: [Potential Impact]

b. Threatened Cases:

- Potential Claimant: [Name]

- **Nature of Threat:** [Description]
- **Estimated Financial Impact:** [Potential Impact]

2. Unasserted Claims and Assessments

To our knowledge, there are no unasserted claims that would require disclosure under current accounting standards.

3. Other Legal Matters

We are not aware of any other legal matters requiring disclosure except as already noted.

This response is given solely for the purpose of your audit and should not be used for any other purpose.

Please contact us if you need further details.

Sincerely,

[Attorney's Name]

[Law Firm Name]

[Address]

[City, State, ZIP Code]

[Email Address]

[Phone Number]