

Auditorâ€™s Report Submission Format

Report Reference No.:	_____
Date of Report:	_____
Period Covered:	_____
Auditee Name:	_____
Address:	_____

Subject: Submission of Auditorâ€™s Report

To,
The Management,
[Company/Organization Name]
[Address Line]

Dear Sir/Madam,

We have conducted the audit of the financial statements of **[Company/Organization Name]** for the period ending **[Date]**. The audit has been carried out in accordance with applicable auditing standards and guidelines.

Auditorâ€™s Opinion

In our opinion, the financial statements present fairly, in all material respects, the financial position of **[Company/Organization Name]** as of **[Date]** and its financial performance and cash flows for the year then ended in accordance with the applicable financial reporting framework.

Basis for Opinion

We conducted our audit in accordance with standards on auditing. Our responsibilities under those standards are further described in the Auditorâ€™s Responsibilities section of our report. We are independent of the company in accordance with the ethical requirements, and we have fulfilled our ethical responsibilities in accordance with these requirements.

Emphasis of Matter (if any)

[Mention any matters here if applicable. If not, write "None".]

Other Matters (if any)

[Mention any other matters here if applicable. If not, write "None".]

For and on behalf of
[Auditing Firm Name]
Chartered Accountants

[Name of Signing Auditor]
[Designation]
[Membership Number]

Date: _____
Place: _____

Important Notes:

- This report should be signed and dated by the authorized auditor.
- Ensure all factual data and dates are verified and correct before submission.
- Basis for opinion and emphasis of matter should be clearly disclosed if relevant.
- Maintain confidentiality of all client information contained within the report.
- Refer to applicable auditing and ethical standards during preparation and submission.