

BANK MANAGEMENT REPRESENTATION LETTER FOR STATUTORY AUDIT

Date: _____

To,
The Statutory Auditors,
[Name of Audit Firm]
[Address]

Subject: Management Representation Letter for the Year Ended [31 March 20XX]

Dear Sirs,

We refer to the statutory audit of [Name of Bank/Branch] for the year ended [31 March 20XX] and, in connection therewith, we hereby confirm the following representations:

1. The financial statements have been prepared in accordance with applicable accounting standards, banking regulations and guidelines issued by Reserve Bank of India (RBI).
2. All the books of account and records have been made available to you for the purpose of your audit, and all transactions undertaken by the bank are properly reflected in the books.
3. There have been no instances of fraud, either actual or suspected, involving management or employees with significant roles in internal control.
4. All liabilities and contingent liabilities, including claims against the bank not acknowledged as debt, have been disclosed in the financial statements.
5. Details of related party transactions, if any, have been fully disclosed to you and properly recorded in the books of account.
6. There are no outstanding litigations or pending claims against the bank, other than those disclosed in the notes to accounts.
7. All events subsequent to the balance sheet date that require adjustment or disclosure have been considered and appropriately dealt with.
8. The impairment of assets, including advances and investments, has been assessed and provided for, as necessary.
9. No assets of the bank are subject to any encumbrance except as disclosed in the financial statements.
10. There are no agreements or arrangements entered into by the bank that have not been properly recorded in the books of account.

We confirm that to the best of our knowledge and belief, all information and records requested have been made available, and there is no other information held back that may pertain to or affect the accuracy and completeness of the financial statements for the year ended [31 March 20XX].

This representation is provided in connection with your audit of the financial statements of the bank for the year ended [31 March 20XX].

For [Name of Bank/Branch]

Name: _____

Designation: _____

Name: _____

Designation: _____

Important Notes:

- This letter should be printed on the official letterhead of the bank.
- It must be signed by authorized signatories, typically by the Branch Manager and one other authorized officer.
- Management representation letter provides assurance to auditors regarding the completeness and validity of the financial statements.
- The representations made are legally binding and form part of the audit evidence.
- All disclosures should be accurate and in accordance with applicable laws and regulations.