

Please do not leave this field blank.

# Audit Engagement

Period Covered by Financial Statements: \_\_\_\_\_ Date of Financial Statements: \_\_\_\_\_

Yes  No Were all prior year's fees (billed or unbilled) for professional services rendered paid before this report was released?

Date of Report: \_\_\_\_\_ Date Report Released: \_\_\_\_\_

Date the fee for the prior year's engagement was paid: \_\_\_\_\_

Key Data reported on by this office for this engagement:

Total Assets \$ \_\_\_\_\_  
 Long-term Debt \$ \_\_\_\_\_  
 Equity \$ \_\_\_\_\_  
 Net Sales \$ \_\_\_\_\_  
 Net Income \$ \_\_\_\_\_

Entity:

Proprietorship  
 C-Corporation  
 S-Corporation  
 Partnership  
 Other \_\_\_\_\_

The responsibility of this office involves reporting on:

Financial Statements (single entity)  Limited Reviews  
 Consolidated Financial Statements  Special Reports  
 Subsidiary, Division or Branch  Other (explain) \_\_\_\_\_  
 Unaudited Interim Statements \_\_\_\_\_  
 Loan Agreement Compliance Letters \_\_\_\_\_

Major Lines of Business: \_\_\_\_\_

Complex or troublesome areas: \_\_\_\_\_

Do not write below this line.

Engagement Code # \_\_\_\_\_ Date Engagement Review Performed \_\_\_\_\_

Reviewer \_\_\_\_\_ Approved \_\_\_\_\_ Date \_\_\_\_\_