

Example of Comfort letter required from client after projections and before publishing externally

Date:

[address to name of firm]

Dear Sirs,

Financial Projections

We confirm that we have fully reviewed and now approve the contents of our financial projections, the presentation of which *[insert name of firm]* Accountants assisted us with.

We also confirm that:

1. The financial projections have been carefully compiled on the basis of the assumptions listed, and from figures and estimates supplied to *[insert name of firm]* Accountants by us. Furthermore, we have reviewed the final draft of the projections, and found them to our satisfaction.
2. The assumptions on which the projections are based are, in our opinion, realistic. To the best of our knowledge no assumptions have been omitted that could have a material effect on the projections.
3. Except as disclosed in the notes and assumptions, there are no other matters known to us, such as capital expenditure, litigation or changes in the nature of trading, which could materially affect the outcome of the projections.
4. We also confirm that we have disclosed, all materials facts that might influence the mind of a prudent lender or investor. We confirm that facts presented in the projections are accurate, and all the opinions expressed are true representations of our current views and that there has been no attempt to mislead (intentionally or otherwise) any potential lender or investor.

We believe that we have taken all reasonable care to ensure that the projections represent a fair and accurate analysis of the current situation and our plans for the future.

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DIRECTOR'S NAME

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DATED