(Entity’s letterhead)

*[Name of the Customer]*

*[Address of the Customer]*

*[Date]*

CONFIRMATION REQUEST

In connection with the audit of annual accounts of xxx AS, I would like you to confirm the outstanding balances as of **December 31 2024** as well as transactions for the period from **January 01 2024 to December 31 2024** Please mail the Confirmation, signed by an authorised person, directly to our auditor:

as an e-mail digitally signed at

saldo@lihtsaltteenused.ee at the latest [date]

or

Lihtsalt Teenused OÜ

Vanemuise 21a Tartu 51003

Maarika Lihtsa

Yours truly,

[Name]
[Position]

*[Name of the Customer]*

*[Address of the Customer]*

CONFORMATION

We agree with the balance and transactions:

|  |  |  |
| --- | --- | --- |
| 1. **You owe us:**
 |  |  |
| * 1. Trade accounts
 |  | Euros |
| * 1. Loans and interest
 |  | Euros |
| 1. **You have purchased from us:**
 |  |  |
| * 1. Serveces
 |  | Euros |
| * 1. Goods
 |  | Euros |
| 1. **Unpaid by us:**
 |  |  |
| * 1. Trade accounts
 |   | Euros |
| * 1. Loans and interest
 |  | Euros |
| 1. **We have acquired from You:**
 |  |  |
| * 1. Serveces
 |  | Euros |
| * 1. Goods
 |  | Euros |

Comments :……………………………………………………………………………………

Date:

Signature:

Name:

Position:

*[Name of the Customer]*

Amet:

[Ostja nimi]