

TO BE PRINTED ON LETTER HEADED PAPER

To Whom It May Concern

I confirm that the figures stated below for [INSERT COMPANY NAME] are true and accurate to the best of my knowledge and that revenue has been recognised on a consistent basis in the two periods.

	Financial Period (12 month period ending month and year)	Operating revenue (£)	Are these accounts unaudited / abbreviated? (circle as appropriate)
Year 1 (2016/2017)			unaudited / abbreviated*
Year 4 (2019/2020)			unaudited / abbreviated*

*I have provided management accounts as evidence to support the above figures for abbreviated accounts.

Kind regards,

[Director's name]

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[Director's signature]

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